



IRPA 2018 (EUROPE) GUIDELINES FOR AUTHORS ON PREPARATION OF FULL PAPER FOR PROCEEDINGS

Full Paper: The Full Paper should be supplied in electronic form, based on this template, preferably as a PDF file. The deadline for the submission of Full Papers is **15 May 2018**. Full Papers received after this deadline will not be included in the Proceedings. At least one author must be duly registered at the time of manuscript submission.

Copyright: Authors are responsible for ensuring that nothing in their papers infringes any existing copyright.

Length: Full Papers should have at most **eight (8) pages (size A4)**, including tables, figures and references.

SI units: All measurements and data should be given in metric (SI) units.

Abbreviations: Must be explained the first time they occur.

Figures and tables: All figures and tables should be mentioned in the text and should be numbered in the order in which they appear. They should be placed as close as possible to the place where they are first mentioned.

References: Use Arabic numerals within square brackets to cite a reference. References should be numbered consecutively for the whole text in the order which they are first mentioned and listed at the end of the paper.

PAGE LAYOUT

Paper size: A4 = 210(w) × 297(h) mm

Margins: default standard = 2.5 cm at all sides

Justification: Full.

The first page must contain:

Title of the paper (Times New Roman 14 point font, bold).

Subtitle, if desired (Times New Roman 14 point font, bold, italic).

Names of the authors (Times New Roman 12 point font, bold).

Author affiliations (Times New Roman, 12 point font).

Abstract heading (Times New Roman 10 point font, bold).

Abstract text (Times New Roman 10 point font), 1 (one) paragraph not exceeding 300 words.



Full Paper text: Times New Roman 11 point font.

Line spacing: Line spacing should be set at 1 (one).

Sentence spacing: Leave only one space after a full stop.

Paragraphs: Do not indent the first line of a paragraph, instead leave 1 (one) line space between paragraphs. Do not underline: Use *italics*, **bold**, or ***bold italics*** instead.

Footnotes: Arabic numerals, Times New Roman 10 point font, indicated by superscript lower case letters and place at the foot of the page.

Pages numbering: Pages should not be numbered (we will add numbers when putting the paper into the Proceedings).

Figure and Table numbering: Arabic numerals, Times New Roman 11 point.

Below you will find an example of a Full Paper that you may use as a template by overwriting it. Don't forget to rename this file and delete the first two pages of guidelines.

Instructions for the Submission of Full Papers to the 5th European IRPA Congress

Use this example as template

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Abstract. This paper provides instructions to authors submitting papers to the 5th European IRPA Congress. This document embodies all of the required formats for the Full Paper. The Full Papers should be written in English and have at most 8 (eight) pages (A4 format) and must be submitted in electronic form, preferably as a PDF document. The abstract should briefly state the purpose, method, results, and conclusions of the work described in the paper. The authors are also requested to provide three to six keywords for their papers. The presenting author should appear as the first author and her/his e-mail should be included in the footnote. All the instructions specified in the submission of Full Papers should be taken into account. Authors are responsible for ensuring that nothing in their papers infringes any existing copyright.

KEYWORDS: *A4 page size (21 x 29.7 cm); single-spaced; fully justified; Times New Roman, 11-point-font.*

1 INTRODUCTION

The organizers of the 5th European IRPA Congress intend to post the Proceedings of this congress at the IRPA web site, in due course. The authors are requested to submit their paper in the format described in these instructions. Full Papers should have at most eight (8) size A4 pages, including tables, figures, and references. The font should be Times New Roman 11 point. Do not reduce the font size to comply with the 8-page limit. Figures, photos, and/or tables should be included within the body of the paper. The deadline for the submission of Full Papers is 15 May 2018. Full Papers received after this deadline will not be included in the Proceedings. At least one author must be duly registered at the Congress before the Full Paper is submitted.

2 MANUSCRIPT PREPARATION

2.1 Size and Page Configuration

Paper size: Standard, 21 cm × 29.7 cm (A4) vertical (portrait).

Margins: 2.5 cm at all sides.

Justification: Full.

Font and point size for text: Use only Times New Roman 11 point.

Do not underline: Use *italics*, **bold**, or ***bold italics*** instead.

The first page must begin with the title of the paper (Times New Roman 14 point font, bold), an optional subtitle if desired (Times New Roman 14, bold, italic), the names of the authors (Times New Roman 12 point font, bold), and their affiliations (Times New Roman, 12 point font). The presenting author should appear as the first author and her/his e-mail should be included in the footnote.

The Full Paper must begin with an **Abstract** (Times New Roman, 11 point font, bold). The abstract should be typed as 1 (one) paragraph not exceeding 300 words and should not contain references or footnotes. It should be typed in Times New Roman 10 point font.

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Line spacing should be set at 1 (one). Leave only one space after a full stop. The first line of a paragraph should not be indented. Leave 1 (one) line space between paragraphs.

Widow/Orphan lines: Never start a page with the last line of a paragraph, and never finish a page with the first line of a paragraph or of a displayed list. Make sure that all headings are followed on the same page by at least two lines of text.

2.2 Headings, Footnotes, and Page Numbering

Adopt the point system for headings of each section and subsections: e.g.: 1, 1.1, 1.1.1; please do not go beyond these 3 levels. This template uses the heading formatting function in MS Word which means that the style and numbers are updated automatically as you insert new headings or change the heading level.

Footnotes in the text should be marked by lower-case superscript Arabic numerals, thus¹ and². The footnotes should be typed in Times New Roman 10 point font and placed at the foot of the page.

Pages should not be numbered.

2.3 Abbreviations, Units, and Equations

2.3.1 Abbreviations

Standard abbreviations are acceptable in the text, but must not appear in the title or abstract of the paper. For local or newly coined abbreviations, the original term must be spelled out and enclosed in parentheses in its first usage within the text. For example, ‘Advanced CANDU Reactor (ACR)’.

2.3.2 Units

All measurements and data must be given in SI (metric) units.

2.3.3 Equations

Equations should be carefully written and checked so that they can be followed easily. Equation numbers should be Arabic numerals enclosed in parentheses on the right-hand margin. The following is an example:

$$K_0 - K_1 = \frac{E}{c^2} \cdot \frac{v^2}{2} \tag{1}$$

2.4 Tables and Figures

Tables and Figures should be **clear and reproducible**. All tables and figures should be mentioned in the text and should be numbered in the order in which they first appear. They should be placed as close as possible to the place where they are first mentioned, but text must not be wrapped around them.

2.4.1 Tables

Each table should:

- (a) Carry a complete title.
- (b) Be numbered in sequence with Arabic numerals, e.g., "Table 1".

¹ You can use the footnote function in MS Word to generate your footnotes (this is an example).

² However, you may still need to format the footnotes to get the right font size, etc.

(c) Footnotes should be indicated by raised lower case letters.
Table 1 below is an example.

Table 1: This is the table caption style. The caption appears before the table itself.

Rows	Columns			
	Column (a)	Column (b)	Column (c)	Column (d)
1	0.6	0.5	0.0	0.0
2	0.6	0.5	0.0	0.0
3	0.6	0.5	0.1	0.2
4	0.6	0.5	0.1	0.21

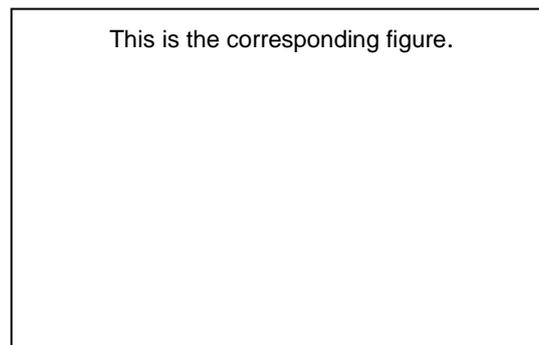
^(a) avoid vertical lines!

^(b) use table subscripts like these only if necessary.

2.4.2 Figures

Graphs, illustrations, and photographs are all denoted 'Figure #' (refer to them as 'Fig. #' in the text) and should be consecutively numbered with Arabic numerals in the order of their appearance. Printed characters in the figures should be in Arial 9-point font. Each figure must have a descriptive title. The dummy below, Fig.1, is an example.

Figure 1: The caption should appear before the figure



2.5 How to write references

2.5.1 In the main text

References are denoted by Arabic numerals, set in square brackets, and numbered consecutively for the whole text in the order which they are first mentioned and listed at the end of the paper [1]. Two references for the same sentence are cited like this [2, 3]. Check that the reference list includes all references cited in the text, and no other references [3-5].

2.5.2 In the Reference list

Use the style of the references below; the list includes examples of common types of publication. For papers with more than three authors, list the first three and add 'et al.'

3 PUBLICATION

The Proceedings will most probably be published on the IRPA web site. If we are interested in publishing your paper in a journal, we will contact you separately.

4 CONCLUSION

The Full papers should be submitted by uploading them at your author account before the deadline which is 15 May 2018. Full Papers submitted after the deadline will not be included in the Proceedings. In case of any problems, contact the congress secretariat by sending an e-mail to info@irpa2018europe.com.

5 ACKNOWLEDGEMENTS

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6 REFERENCES

- [1] IAEA, FAO, ILO, et al., 2014. Radiation Protection and Safety of Radiation Sources: International Basic Safety Standards. IAEA Safety Standards Series No. GSR Part 3. International Atomic Energy Agency, Vienna.
- [2] ICRP, 2007. The 2007 Recommendations of the International Commission on Radiological Protection. ICRP Publication 103. Ann. ICRP 37(2–4).
- [3] Cothorn, C.R., Smith, Jr, J.E., 1987. Environmental Radon. Plenum Press, New York, pp. 98–107.
- [4] Darby, S., Hill, D., Auvinen, A., et al., 2005. Radon in homes and risk of lung cancer: collaborative analysis of individual data from 13 European case–control studies. *BMJ* 330, 223–227.
- [5] González, A.J., 2011. The Argentine approach to radiation safety: Its ethical basis. *Science and Technology of Nuclear Installations*, 2011. <http://dx.doi.org/10.1155/2011/910718>.