MICROSOFT WORD TEMPLATE FOR ABSTRACT SUBMISSION

S. Martínez

 J. Hernández and G. Orellana

Department of Inorganic Chemistry, Faculty of Experimental Sciences,

 Universidad de Almería, E04120 Almería (Spain); example@ual.es

The Abstract will be submitted through the webpage. It must be written with Microsoft Word for Windows using this template document (Mac users please produce a Word for Windows-readable version of your file). The maximum length of the abstract must not exceed one sheet A4 size. It must be typed single-spaced throughout the text **in a single page**, with moderate margins (Up and down: 2.54 cm, left and right: 1.91 cm). Don’t use macros. The first line of the abstract will contain the Title in 14-pts **Calibri** typeface, capital letters, in color blue, boldface, centered within the margins. A blank line must be left after the Title. The next line will contain the authors’ full names in 12-pts **Calibri** typeface, boldface, centered within the margins. The **name of the author presenting** the contribution at the Symposium must be bold and in the first line. Other coauthors will appear in the following line. After inserting a blank line, the following text (*in italics, 12-pts, centered*) will describe the authors’ affiliation together with the full postal and e-mail address. A blank line must be added before the body text. The text will follow in justified 11-pts **Calibri** typeface.

Tables and Figures may be included. The whole Table and the Figure captions should be written in 10-pts **Calibri** typeface. A Table template appears below.

 **Table 1.** Summary of text styles used in the abstract template.

|  |  |  |  |
| --- | --- | --- | --- |
| *Style name* |  | *Typeface* | *Letter size/pts* |
| Title |  | Calibri | 14 |
| Authors |  | Calibri | 12 |
| Affiliation |  | Calibri | 11 |
| Text |  | Calibri | 11 |
| Caption/TableReferences |  | Calibri Calibri | 10 9 |

Please, pay attention to the lettering within the Figures.[[1]](#footnote-1) Its typeface must not be less than 10-pts high. Tables and Figures may be centered in the page or placed in the right/left side with flowing text. B/W or color pictures are acceptable (JPG or GIF format), but only b/w pictures will be printed in the Book of Abstracts.

Reference numbers will be included in the text as superscripts. Automatic insertion(**at foot page only!**) may be used but is not mandatory. The reference list must be placed at the bottom of the abstract (not invading the bottom margin), without any heading but leaving a blank line between the end of the body text and the first reference. The formats depicted should be followed.[[2]](#footnote-2),[[3]](#footnote-3)

*Acknowledgements.* They will be placed at the end of the body text, before the references. The word “acknowledgements” in italics should appear in front of this section.

1. M. Cargill and P. O’Connor, *Writing Scientific Research Articles: Strategy and Steps*, Wiley-Blackwell, Chichester (UK), **2009**. [↑](#footnote-ref-1)
2. G. Orellana, C. Cano-Raya, J. López-Gejo, A. R. Santos, in *“Treatise on Water Science”*, P. Wilderer (Ed.), Vol. 3, Academic Press, Oxford (UK), **2011**; pp. 221–262. [↑](#footnote-ref-2)
3. J. López-Gejo, A. Arranz, A. Navarro, C. Palacio, E. Muñoz, G. Orellana, *J. Am. Chem. Soc.* **2010**, *132*, 1746-1747. [↑](#footnote-ref-3)