

# HOW TO PREPARE MANUSCRIPTS FOR YOUR CONTRIBUTIONS TO THE PROCEEDINGS OF THE 6<sup>TH</sup> INTEGRAL WORKSHOP 'THE OBSCURED UNIVERSE' (IKI, MOSCOW, JULY 3-7, 2006)

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## ABSTRACT

The Proceedings of the Workshop will be published by ESA's Publications Division in December 2006 as Special Publication SP-622. They will be as well written on the CD-ROM. Authors should submit their papers electronically as PDF files through the Workshop www-pages: <http://hea.iki.rssi.ru/integral06> (details are given in Sections 9 and 10) by **September 15** at the latest.

The following are guidelines for preparing papers in accordance with ESA's standards for Conference Proceedings. Each submission should resemble these instruction sheets in format and style. Start with a concise Abstract (limited to 15 lines or 150 words), which summarises the contents of the paper.

## 1. GENERAL SPECIFICATIONS

All papers should be written in English. Presentation slides and commercial brochures will not be accepted. Papers must be prepared in this two-column format. They should not be longer than 12 pages for invited (40 min) reviews, 8 pages for oral (20 or 30 min) reports and 4 pages for poster contributions.

All papers will be refereed by the Scientific Advisory Committee. The scientific editors of the Proceedings are R.A. Sunyaev, S.A. Grebenev and C. Winkler.

## 2. PAGE LAYOUT

- Paper format: standard A4.
- Two-column (8 cm each) format.
- Fully justified.

Paper format:	A4	
Unit:	Inch	Cm
Margin LEFT	0.79	2.00
Margin RIGHT	0.79	2.00
Margin TOP	1.00	2.54
Margin BOTTOM	1.48	3.76

## Font:

Text: Times New Roman  
Variable: Times New Roman Italic  
Symbol: True Type Symbol font  
(**Type 1 fonts only**)

## Type Size:

Paper title: 12 pt bold (**TITLE**)  
Author(s): 10 pt bold (**Author**)  
Affiliation(s): 10 pt italic (*Affiliation*)  
Normal text: 10 pt (regular text)  
Text in tables: 9 pt  
Symbols: 10 pt ( $\Omega \cong \phi$ )  
Sub/super-script: 7 pt ( $x^y$ )

For Latex users, a set of macros is available on the ESA Publications www-site:

[http://www.esa.int/SPECIALS/ESA\\_Publications/SEMA2D81Y3E\\_0.html](http://www.esa.int/SPECIALS/ESA_Publications/SEMA2D81Y3E_0.html)

## 3. TITLE and AUTHOR AFFILIATION

The paper title, author(s) name(s), affiliation, complete mailing address and e-mail should be centred at the top of the first page using the fonts and type sizes indicated above. If there are several authors, the complete affiliation should be given for each of them using superscripts<sup>(1)</sup> in the authors<sup>(2)</sup> list<sup>(3)</sup> to refer to them.

## 4. HEADINGS

This sheet has been typeset in accordance with the style to be followed for the headings. Use the decimal system in Arabic figures for the numbering of headings and subheadings. Major (or section) headings are to be in capitals without underlining.

### 4.1 Subheadings

Subsection headings are to be in lower case with initial capitals. They should be flush with the left-hand margin.

## 5. EQUATIONS

Equations are to be numbered consecutively throughout the paper. Each equation number must be unique. Equations should be centred, with the equation number in parentheses, flush with the right-hand margin of the column.

Leave a blank line before and after equations. Always refer to equations by number, as Eq. 1 or Eqs. 3-6, not as “above” or “below”.

$$T_s = \frac{T_b}{1 + (\lambda T_b / \alpha) \ln \epsilon} \quad (1)$$

## 6. FIGURES AND TABLES

Figure captions should be below the figures; table captions should be above the tables. Use the abbreviation “Fig. 1,” even at the beginning of a sentence.

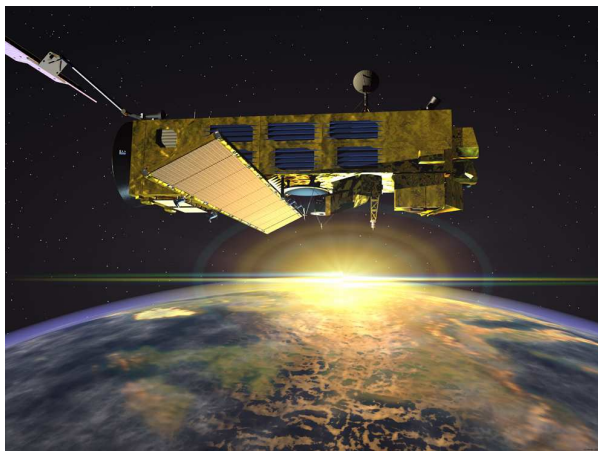


Fig. 1. The Envisat spacecraft.

## 7. ABBREVIATIONS AND ACRONYMS

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Do not use abbreviations in the title unless they are unavoidable.

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Number citations consecutively in square brackets [1]. Refer simply to the reference number, as in [3]. Do not use “Ref. [3]” or “reference [3]” except at the beginning of a sentence: “Reference [3] was the first....” The title of the book or the journal should be in italics.

## 8.1 Sample References

1. Johnson N.L. and McKnight D.S., *Artificial Space Debris*, Orbit Book Company, Malabar, Florida, 1991.
2. Grün E., et al. Collisional Balance of the Meteoritic Complex, *ICARUS*, Vol. 62, 244-272, 1985.

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The filename must clearly identify the paper and use the name of the main author (e.g. smith01.pdf), using a maximum of 8 characters before the point. Use only lower case.

Papers must be delivered to the LOC by **15 September 2006 at the latest.**

For further information about preparing your paper, please contact:

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