



## PAPER GUIDELINES

### IOSC 2017 - GENERAL MANUSCRIPT GUIDELINES FOR AUTHORS

Because your manuscript will need to be formatted for online publication in the Proceedings of the International Oil Spill Conference (IOSC), it is important that you follow the guidelines below. Keep in mind that this is an interdisciplinary conference, so prepare your manuscript for readers who, although experts in their own fields, may not be familiar with yours.

**SUBMISSION PROCESS:** You will be submitting your paper through the IOSC submission site at <http://submissions.miramsmart.com/IOSC2017/login.aspx>.

You will log back in using the original email address and password used to submit the abstract. Final posters are due no later than May 15, 2016. In the event you are unsuccessful at electronic submission, please contact the IOSC staff by e-mail us at: [IOSC@courtesyassoc.com](mailto:IOSC@courtesyassoc.com)

**PAPER SIZE:** Use 8.5 x 11 inch or A4 (white paper).

**FONT:** Use Times New Roman 12 point.

**WORD PROCESSING PROGRAM(S):** Prepare your manuscript using Microsoft Word or WordPerfect, which are the preferred programs; otherwise, plain text is suggested. For illustrations, we recommend Microsoft PowerPoint, Microsoft Word, Microsoft Excel or a similar program.

**LENGTH OF WRITTEN SUBMISSION:** Maximum of 20 pages, minimum of 10 pages doubles-paced, including figures, tables, and references.

**FIGURES AND TABLES:** Authors have the choice of either including their tables/figures near the text where they are discussed or provide them all at the end of the manuscript in order before the References/Bibliography section. Select photos with care and ensure they provide a minimum 300 dpi resolution.

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**FORMAT:** Use the following format as a guide for your manuscript. Required in manuscript: TITLE, AUTHORS, ABSTRACT, REFERENCES. Suggested format for remaining manuscript. INTRODUCTION, METHODS, RESULTS/DISCUSSION, CONCLUSIONS.

**TITLE:** Include the full title, centered at the top of the first page.

**ABSTRACT:** List your assigned Abstract Number first. Then provide a final summary of the manuscript, including major results, conclusions, and how they were formulated. Abstracts should be no more than 400 words, 200-300 words is preferable.

**AUTHOR(S) NAME(S):** List authors below the title on the first page. Use full names of authors. List authors in order, with principal author first. Include affiliation and full mailing address for each author.

**TEXT:** Leave a 1-inch (2.54-centimeters) margin on each side of the page. Indent the first line of each paragraph.

**HEADINGS:** Label section headings and sub-headings clearly and consistently (e.g., section



headings should be flush against the left margin in all capital letters; sub-headings should be flush against the left margin in initial capital letters). For example:

METHODS

Study area

Sample collection

**FOOTER PAGINATION AND HEADER INFO:** Use your word processor's header and footer features to include the following at the top and bottom of each page of your manuscript:

TOP:

Abstract number (left justified)

2014 INTERNATIONAL OIL SPILL CONFERENCE (centered)

BOTTOM:

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**ACRONYMS, ABBREVIATIONS, AND SYMBOLS:** Spell out acronyms, abbreviations, and symbols the first time they are used.

**CITATIONS:** Refer to items in the reference list by author(s) name(s) and publication year. Citations should be included in the body of the manuscript using parentheses; for example, (Jones and Smith, 1999b). Citations that do not have a full reference in the reference list will be deleted.

**FOOTNOTES:** Use footnotes only when absolutely necessary and cite with a number on the page they appear.

**EQUATIONS:** Show equations as desired in the manuscript, since they will be printed as submitted. All variables should be explained in a caption or in the text.

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**Examples:**

R.C. Belore, B.K. Trudel, and K. Lee. 2005. Correlating wave tank dispersant effectiveness tests with at-sea trials. In: International Oil Spill Conference Proceedings: 2005(1): 65-70.

doi: <http://dx.doi.org/10.7901/2169-3358-2005-1-65>

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Corredor, J.E., J.M. Morell, and C.E. Del Castillo. 1990. Persistence of spilled crude oil in a tropical intertidal environment. Marine Pollution Bulletin. 21: 385-388.

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Michel, J., Nixon, Z., Hayes, M.O., Short, J., Irvine, G., Betenbaugh, D., Boring, C., Mann, D., 2010. Distribution of Subsurface Oil from the Exxon Valdez Oil Spill. Exxon Valdez Oil Spill Restoration Project Final Report (Restoration Project 070801), National Oceanic and Atmospheric Administration, Juneau, AK, 121pp. + App.

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Australia. [http://www.amsa.gov.au/Marine Environment Protection/Major oil spills in australia/Pacific Adventurer/index.asp](http://www.amsa.gov.au/Marine_Environment_Protection/Major_oil_spills_in_australia/Pacific_Adventurer/index.asp) (last accessed 17.06.11).