PAPER PREPARATION GUIDELINES

Languages
English or Russian
Paper is published "as received"

Volume
Maximum 1 MB
(Approximately 5,000 words and 10 graphics)

Software requirements
Please submit your paper in one of the following file formats:
• Microsoft Word 2000/XP
• Adobe PDF

Type style
Use **Arial** as the typeface. Please note the following recommendations regarding point sizes and formatting for various text levels:

Typeface	**Arial**
Title of document: level 1 style	**bold text 12-pt, UPPERCASE letters, centered on the page**
Section headings: level 2 style	**bold text 11-pt, UPPERCASE letters, aligned to left margin**
Subheadings: level 3 style	**bold text 10-pt, lowercase letters, aligned to left margin**
Text: level 4 style	**plain text 10-pt, lowercase letters, aligned to left margin or fully justified**

Text and typographical requirements

• Type the names of the authors and their affiliations centred below the title in level 4 style. The name of the main author (speaker) shall be followed by a comma and author's affiliation. The names of co-authors and their affiliations shall appear below those of the main author in the same manner.

• Text
The text shall be in level 4 style. Line spacing shall be "single space" corresponding to 10 pt spacing.

• Paragraph format and tables
The text shall be in a single column and shall be aligned to left margin or fully justified. It is preferable that tables be formatted as follows:

Sample description	X	Y	Z
Text 1	1	2	3
Text 2	4	5	6
Text 3	7	8	9

Table 1: Title of the table

Footnotes are not permitted. Page numbers must not appear in the text of the report.

Page layout
The page should be A4-size (210 mm x 297 mm) with 25 mm margins..

Drawings, photographs, etc.
Drawings, diagrams, tables, etc., shall be positioned immediately adjacent to the referring text.
No illustration may exceed the page layout limits stated above.

Figures (graphics, illustrations, tables, etc.)
• Please embed the figures within the digital document file itself.
• Avoid figures with a dark background, as they do not reproduce well.
• Provide a caption below each figure.
• Figures larger than the stated maximum dimensions will not be accepted.

References
Type the heading REFERENCES in level 2 style. Number each item consecutively (1., 2., 3., etc.) with a tab following each reference number. Use single line spacing. Do not use endnotes.

Text references
Please avoid all references to page numbers in the report. Differences in the page formats of the various printers to be used to print your document may shift the pagination. This will invalidate any references to specific pages. For this reason, the final version of the Proceedings on CD-ROM will include no reference to page numbering. All references shall refer only to numbers of figures, chapters, etc.

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