

## Guidelines & Submission of Abstracts

Abstracts must be submitted as Microsoft Word documents only using a specific format - an abstract template will be available online and must be used for all abstracts submitted.

The method of submission of abstracts will be published on this web site in due course.

- Abstracts must be a minimum of 250 words, and a maximum of 300 words
- Abstracts must be submitted in Arial 11-point font
- The abstract title must be typed in Arial 14 point, bold and centred font
- The presenting author/s name/s must be underlined
- All author details, post nominals and affiliations must be included
- All author email address must be included
- Authors must include a maximum of five keywords sufficient to highlight the relevant topics to be addressed in the paper
- Abstracts must be text only - graphics, images or graphs should not be included

Please note that while there is no specific limit on the number of abstracts and/or papers you can submit. The Peer Review Committee may, if necessary, limit the number of presentations per author.

Presenters of accepted abstracts are required to register and pay to attend the Conference as a delegate.

Submission of abstracts implies the author's agreement to publish their abstract on the Conference website once the event has concluded.

Authors of accepted abstracts are required to submit a full paper for Peer Review. Submission of full papers implies the author's agreement to publish their full paper on the proceedings USB, on the Engineers Australia web site or in the INFORMIT database.

Acceptance of abstracts does not imply any payment from the Conference Committee. Authors must arrange and pay their own accommodation, travel and expenses to attend the Conference.