GUIDE-LINES FOR AUTHORS FOR PREPARING THE EXTENDED ABSTRACTS

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This guide has been prepared for authors of extended abstracts of papers to be presented at the ICHMT International Symposium on "Convective Heat and Mass Transfer in Sustainable Energy" to be held in Hammamet, Tunisia, on April 26 – May 1, 2009. It has been written in accordance with these requirements. Authors are requested to follow these guidelines to achieve uniformity in the presentation of the Book of Extended Abstracts.

ABSTRACT PREPARATION

Papers must be prepared on A4 size (210 × 297 mm). The text should be single-spaced. Leave one blank line between paragraphs. Begin paragraphs flush at the left margin without indentation. The typing area of all pages should not exceed 170 x 247 mm, with 30 mm margins top, and equal margins (20 mm) on bottom, left and right. The total length of an abstract, including all figures, tables and references if any, should be **at least three** pages and not more than **four** pages.

Authors are invited to send their papers in **PDF or MS Word** file. LaTeX file will *not* be accepted.

Authors should use Times or Times New Roman, 12-point character size for the text, except for the running head (Arial 9-point). The text should be left and right justified.

Do not type page numbers.

LAYOUT OF THE ABSTRACT

The layout of the abstract should follow the style of this document, starting with a running head, a title, name(s) of author(s) and affiliation(s). The title should be brief, clear and descriptive. Use all bold capital letters (except if formulae or symbols appear in the title), centered on the width of the typing area. Leave two blank lines above and one other below the title. Leave three blank lines after the affiliation(s).

If this document is used as template, the style will automatically create the appropriate running head for your paper. Otherwise, running head "Int. Symp. on Convective etc." have to be introduced at 1.5 cm from the top.

If your abstract is divided into sections and subsections, please use the format adopted here, in which first-level headings are in bold capitals, centered on the line, and second level headings are in bold lower case (initial capital), left aligned.

Equations, units, symbols, etc. Equations should be typed neatly in position with one blank line above and below to distinguish them from the text. Equations should be centered, and assigned a number that should appear in parentheses flush to the right margin. Example:

$$\frac{\partial T}{\partial t} + U\frac{\partial T}{\partial x} + V\frac{\partial T}{\partial y} = a\frac{\partial^2 T}{\partial y^2} \tag{1}$$

Do not use punctuation at ends of equations. All data should be reported in SI units. Decimals should always be shown by periods and not by commas or centered dots.

Figures Care should be taken to ensure that figures are contained within the typing area. As a general rule, lettering in the figures should be comparable to that in the text.

For the extended abstracts, photographs and figures should be in Black and white (half-tones). Colour photographs or figures will be acceptable only for the CD Proceedings.

Figures should be numbered consecutively, e.g. Fig. 1 or Figure 2, with a single letter space between the word "Figure" and the Arabic numeral. Place figures centered on the width of the text page and either at the top or bottom of the page as close as possible to their first mention in the text. Example:

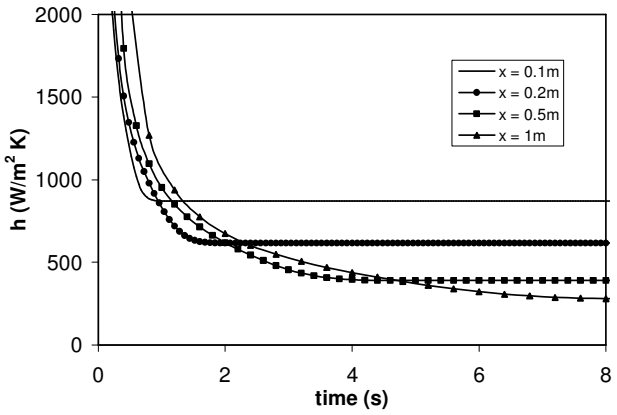

Figure 1. Heat transfer coefficient decay with time

Tables Table captions should appear **above** the respective table. Authors should leave a one-line space above and below the table caption and a two-line space between the table and the start of the following text.

When tables are mentioned in the text, they should be referred to as Table 1, Table 5, i.e., with a single letter space between the word "Table" and the Arabic numeral.

The word "Table" should be capitalized and centered with the table number above the table. On the next line, the table caption should be typed single spaced and centered, with the first letter of all main

words in capitals. Use horizontal rules above and below to separate title from column heads, ranks within column heads, column heads from table body, and table body from table footnotes or source. For example:

Table 1
Comparison between Theory and Experiment

Date of test	Theoretical value (cm)		Experimental value (cm)	
	Left	Right	Left	Right
January 1	17.45	3.81	16.98	3.99
March 3	21.43	6.45	22.56	6.91

Authors should ensure that a table does not flow from one page to the next page. Tables should occupy only as much space as is required.

CONCLUSION

Authors are expected to send extended abstracts, as **PDF or MS Word** document attached to E-mail, to the Chairman, Dr. Mourad REBAY (mourad.rebay@univ-reims.fr), **before October 31st, 2008**.

Authors should indicate in the E-mail their preference to present their paper, Oral or Poster.

REFERENCES

Identify references in the text by giving the last name of the author(s) and the year of publication in square brackets. Example:

Ritchie [1983] has shown that …. or It is well known [e.g., Ritchie 1983] that …..

References will be cited at the end of the paper in alphabetical order. References should include: author name(s), [year], title, journal (or book and publisher), volume, issue number and page numbers. Below are examples of entries for a journal, a book, a thesis, and conference proceedings.

Ritchie, G. S. [1983], Nonlinear Dynamic Characteristics of Finite Journal Bearing, *Trans. ASME, J. Lub. Tech.*, Vol. 1, No. 3, pp. 375-376.

Kakaç, S. and Yener, Y. [1993], *Heat Conduction*, Taylor and Francis Ed., Washington DC.

Erdas, G. [1983], Free Vibration Analysis of Beams and Plates Using Finite Element Method, *M.Sc. Thesis*, METU Mech. Eng. Dept., Ankara.

Ma, T.M. [1987], Effects of Geometrical Shapes of Reentrant Grooves on Boiling Heat Transfer from Porous Surfaces, *In Proc. 8th Int. Heat Trans Conference*, New York, pp. 2013- 2018.