**tItle of the paper (14 pt, bold – same as the abstract)**

**Author A**1**, Author B**1**, Author C**2, … **(12 pt, bold)**

1 *corresponding university, institute, …*

*2 corresponding university, institute, …*

E-mail of the Presenting Author  
For the paper submission of May 28, please leave author names and corresponding institutes out of your paper, to guarantee a double-blind peer review. Author names and their institutions are necessary for the final submission of the paper on July 13.

**ABSTRACT (10 pt)**

An abstract with maximum 200 words should appear on top of the first page under the chapter titled "Abstract". The abstract is preceded by the title of the paper, the names of the authors and the contact information of the corresponding author (presenting author) (10 pt).

**Keywords:** 4-5 keywords (10 pt)

**INTRODUCTION (12 pt, CAPITAL LETTERS, BOLD)**

The guidelines relate to the paper submission for the ECLAS Conference 2018 in Ghent (<http://conference.eclas.org>) and the document can be used as a template. The paper must be written in English. It is expected that authors will submit carefully written and proofread material. Spelling and grammatical errors, as well as language usage problems, is on the responsibility of the authors. 3000 words including references. Pecha Kucha papers should be no longer than 1500 words including references.

**MAIN TEXT: PAPER FORMAT**

The paper should be written in MS Word format and submitted both as Word and PDF documents. Use A4 format only (21 cm x 29.7 cm). Formatting should be justified, block paragraphs with no indents, single line spacing, Calibri 11pt font. Ensure that each new paragraph is clearly indicated with an empty line. Do not use paragraph numbering.

The paper should be structured as follows: An introductory section including the main scope of the problem and aims of the investigation, material and method of the approach, experimental results and discussion, conclusion and references. **Please do not insert page numbers in your paper.**

**Fonts (12pt, bold)**

Please use 11 pt for the main body of the text and a single space should be placed between the paragraphs. Use the following fonts for the other sections:

Paper title: **14 PT BOLD, CAPITAL LETTERS**; Authors’ names: **12 pt bold** (presenting author name should be underlined); Affiliations: *10 pt italic*; Abstract heading: **10 pt bold**; Abstract text: 10 pt; Key words: 10 pt; Main headings: **12 PT BOLD, CAPITAL LETTERS** and Subsidiary headings: **12 pt bold**; Acknowledgments heading: **12 PT BOLD, CAPITAL LETTERS**, acknowledgments: 11pt; Reference heading: **12 PT BOLD, CAPITAL LETTERS**, references: 10 pt.

**Section Headings and Numbering**

Each new section and subsection should have a heading. Please use a single space before the section title (see this template).

**Tables and Figures**

Tables and figures should be cited in the text (between brackets, e.g. Table 1) and placed after their first reference. Do not include figures or tables in the text (see instructions below), but do include the captions. These captions should be numbered using Arabic numerals. Use Calibri, 10 pt for the headings and captions.

**Table 1.** Heading of the table (centered)

**Figure 1.** Caption of the figure (centered)

The following numbers of illustrations are allowed:

Full papers: up to 8.

Pecha Kucha papers: up to 4.

Remember: You must upload the attachments correctly identified according to the above instructions, under List of attachments e.g. photographs, graphics, plans and tablets.

**Units**

Please use IS (International System of Units) system for the definition of the units.

**ACKNOWLEDGMENTS**

Acknowledgments are optional

**REFERENCES**

The Harvard reference style should be used (for instructions, e.g. <http://www.citethisforme.com/harvard-referencing>).

In the text, refer to literature by author(s) and year in brackets e.g. (Treib, 2000). When quoting directly from a work include the appropriate page number e.g. (Doe 1982: 27).

The references should be listed alphabetically. Please note that all references listed in the references section must be directly cited in the body of the text.

**TABLES**

Place all tables used in the text at the end of the paper after the references. Number them according to their numbers in the text. They will be formatted and inserted into the text at the layout stage.

Example:

Table 1

**List of figure attachments**  
List figure numbers, captions and sources at the end of the paper. You are responsible for obtaining the proper permissions for the use of copyright material. Include the filename for each attachment on a separate line. After each filename, provide the title that accompanies that figure, table or other attachment. Images and photographs should be submitted in EPS and/or JPEG format. Resolution should not be less than 300 dpi - 2048 x 1536 pixels.  
  
Example:  
Figure 2.jpg  
Figure 2: Pattern of urban sprawl related to the network of motorways in Transylvania