# TITLE OF PAPER (TIMES NEW ROMAN BOLD, 16 PT, ALL CAPS)

# A.B. AUTHOR, C.D. AUTHOR (14 PT, ALL CAPS)

Department, Organisation (10 pt, italics) Street, Postal Code City – Country (10 pt, italics)

#### E.F. AUTHOR

Other department, Other organisation (10 pt, italics) Street, Postal Code City – Country (10 pt, italics)

#### **ABSTRACT**

Your manuscript must be in English. Please use UK spelling. It should start with a short abstract of 150 words maximum describing the key elements of your contribution and its conclusions. The text should be typeset in block mode. Typeface throughout the text is Times New Roman. For this paragraph the font size is 10 pt, with left and right indents of 1.5 cm.

# 1. Introduction (12 pt, bold)

#### 1.1 Settings

Your manuscript should then continue on the same page with an introduction. The typeface throughout the text is Times New Roman. Setting of paper size is **DINA4-size only**. The top, left and right margins are 2.5 cm while the bottom margin is 2 cm. For all following text sections the font size is 11 pt, single line spacing with a spacing of 0 pt before and after the paragraph mark, and the lines are justified in block mode.

### 1.2 Figures and tables

Figures and tables should be inserted into the text at the appropriate place. They should be clearly identified with a caption, as shown below. Please note that the printed version of the **transactions is black and white**. Only the Internet version, which will be available on the ENS website after the conference, will be in full colour.

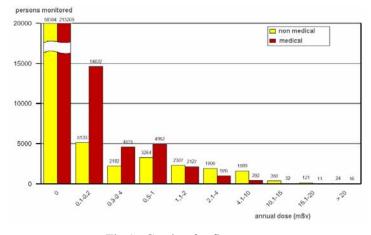


Fig 1. Caption for figure one

xxx yyy zzz

aaa	123	456
bbb	789	012
ccc	345	678
ddd	901	234

Tab 1: Caption for table one

#### 2. Electronic form of contribution

For the conference proceedings (Transactions) an electronic version as a MS WORD.doc file of your final paper is **required**. Please use UK spelling. Please **do not number** the pages of your document. All pages will be renumbered by the conference secretariat for insertion in the Transactions.

### 3. Length of your presentation

Your presentation will be in **English** (exclusively) and not last more than **15 minutes**.

The standard length of your manuscript is **five pages**, including the title page, all tables and figures and the references. You may go beyond five pages but will be charged €200 per every extra page.

### 4. Visual aids for oral presentations, special instructions for poster presentations

The visual aid available to you as a speaker in an oral session is video projection. Posters will be on displays throughout the conference. They should be mounted on before the beginning of the first session and must be dismounted at the end of the last session. The **surface available /size** of the poster panels is **150cm x 90cm**. At least one author per paper is requested to attend personally the whole poster session to permit proper presentation and discussion of the poster during the said poster session.

#### 5. References

Please number your references and cite them in brackets. The list of references should be at the very end of your manuscript under the section heading "References".

#### 6. Deadline

Your <u>full paper</u> must be sent <u>by 31 August 2006</u> at the very latest .Please send your contribution by e-mail to topseal2006@euronuclear.org.

Your **Powerpoint presentation** must be in our possession by 8 September 2006 at the very latest.

Please don't hesitate to contact the ENS / TopSeal 2006 Secretariat should you have any question:

phone +32 2 505 30 54 fax +32 2 502 39 02

email topseal2006@euronuclear.org