



International Conference on Culinary Arts and Sciences Copenhagen, July 6-7, 2017

AUTHORS INSTRUCTIONS PAPERS AND POSTERS

There are two options for the submission of abstracts: **extended abstract** or **short abstract**.

An **extended abstract** is, if accepted, published in the ICCAS Proceedings. It is maximum **4000 words** including references, charts etc.

A **short abstract** is, if accepted, **250** words. It will be printed in the ICCAS Proceedings. The short abstract format should be used for poster proposals.

Note: Authors are entitled to one published abstract (if accepted) per registration. That means that there must be a at least one corresponding registered payment for each published abstract.

All abstracts must be camera-ready copy.

You will be required to register for the conference if your abstract has been accepted for publication in the conference book.

Submission Deadlines

Deadline for submission of short and extended abstracts for papers and posters is **November 1st, 2016**. After peer review authors will be notified. The notification will be given **February 1st, 2017**. The notification will be accompanied by instructions for any revisions needed. Revised abstracts will be due **March 15th, 2017**. Please note that the early bird registration closes **February 15th, 2017**.

Style guide

All proposals must include, in this order:

- (1) Type of submission (extended or short abstract)
- (2) Title of paper (don't forget to tick preferred mode of presentation: poster or oral)
- (3) Submitter's name, organizational affiliation, and full postal mailing address;
- (4) Submitter's e-mail address
- (5) Submitter's telephone number

- (6) Names and organizational affiliations of co-authors or co-organizers
- (7) Five key words
- (8) Structure: introduction, methods, results, discussion, conclusions, references

Language. The conference proceedings will be in English. If English is not your first language, please ensure that an English-speaking colleague checks your submission.

▣ **Margins.** The left, right and top margins should be 30mm; the bottom margin 25mm. This gives a typing mat of 242mm x 150mm.

▣ **Format:** A4

☞ **Font.** Font should be Times New Roman using sizes as follows:

Main Title: **14 point, bold**

Names of Authors: **12 point, bold**

Institution Details: *12 point, Italic*

First and subsequent headings: **12 point, bold**

Main body, including references: 12 point, justified.

Single-spaced

▣ **Positioning.** The main title should be 50mm from the top of the paper, the first heading 90mm. Justify the main text left and right, justify the headings left only. Allow one line after each heading.

Tables. Tables should be set as part of the text. All tables should be numbered sequentially using Arabic Numbers, with a brief title that clearly explains the purpose of the table. This should be **above** the table, in **bold**, centred, and followed by line space. Example:

Table 1. Recommended Dietary Allowances for Males

Figures. Figures should be set as part of the text. All figures should be numbered sequentially using Arabic Numbers, with a brief title that clearly explains the purpose of the figure. This should be **below** the figure, in **bold**, centred and with a line space after the figure. Example:

Figure 1. Schematic Layout of an Oven Showing the Position of Thermocouples

Illustrations and other non-typed materials. Illustrations and other non-typed materials should be drawn or printed in black ink. It is recommended that they be drawn twice the actual size, reduced and pasted into the appropriate place. A title, conforming to the convention of 'Figures' should be followed.

Equations. Equations should be set into the text and numbered (1), (2), (3) etc. at the extreme right hand of the page. Please ensure that the characters, particularly sub and superscripts are legible when reduced.

References. Where references are used, they should be annotated in the text using a superscript number (Vancouver) (e.g. it has been shown that...¹ or Smith² demonstrated that...). These numbers should appear sequentially with references collected at the end of the paper.

Examples:

Journal Article

1. McLaren L, Hawe P. Ecological perspectives in health research. *Journal of Epidemiology and Community Health* 2005; 59: 6–14

Book

1. Evans R, Stoddart G. Producing health, consuming healthcare. In: Evans R, Barer M, Marmor I, editors. *Why are Some People Healthy and Others Not?* (pp 27–64). New York: Aldine DeGruyter, 1994

Internet

1. Scottish Government. Equally Well: Report of the Ministerial Task Force on Health Inequalities. Edinburgh: Scottish Government 2008. Available at: www.scotland.gov.uk/Resource/Doc/229649/0062206.pdf (accessed 19 October 2009)

Footnotes. Do not use footnotes

Pagination. Do not use page numbers, these will be added later.

Failure to comply may result in the paper not being accepted.