

INSTRUCTIONS FOR AUTHORS

Authors are required to submit a full paper, up to 8 pages. Manuscripts (oral or poster presentations) must be written in clear and grammatical English and should be submitted in electronic form at the conference secretary ymanak@uth.gr, no later than April 10, 2015.

Page setup-Typing

Manuscript should be written in English, using PC-based MS Word software, single-spaced throughout, justified, in A4 paper size with 2 cm margins from all sides. Use Times New Roman 12 point characters, throughout the manuscript, unless specified otherwise. All papers that will be presented at the conference (either oral presentations or posters) are eligible for publication (after review) in one of the special issues of selected international scientific journals.

Title

The title of the article should be written three line spaces (point 12) down from the top of the typing area, size 16 point bold, centered. Only the first letter of the first word should be a capital and the rest in lower case letters, unless proper nouns are used.

Names of authors-affiliations

The names of the authors should be written in lower case letters; bold letters point 12, centered and separated from the title by one line space. The name of the authors should be written with the surname in full and the first name just the initial (ex. J. Gordon). The name of the authors should be followed by their affiliations: organization and full address, centered, point 11 characters. Specify by asterisk the corresponding author. Leave one line space and write the e-mail, phone or fax of the corresponding author only, centered, point 11 characters.

Abstract-keywords

Abstract should be up to 10 lines, headed by the word **Abstract**, and separated by the e-mail, phone or fax of the corresponding author by one line space. Write the text of the abstract starting from a new line. In a new line, after the last line of the abstract, set the word *Keywords* followed by up to five keywords that best fit to the content of your article, in Times New Roman Italic, point 11 characters.

Headings

Leave one line space from the keywords and start writing the main text of the article. Headings should be set aligned left, and consecutively numbered (e.g. **1. INTRODUCTION, 2. MATERIALS AND METHODS**, etc.). The main headings should be separated by one line space from the text above and below, in bold capital letters. The secondary headings should be separated by one line space from the text above, in bold characters and consecutively numbered (e.g. **1.1 Literature review, 1.2 The present situation**, etc.). Only the first word should be a capital and the rest in lower case letters, in bold characters.

Tables

Tables should be included in the main text, preferably after they are cited and as close as possible to their first citation and should be consecutively numbered by Arabic numerals. Write the word “**Table**” and the corresponding number (in bold characters) and then the table caption above the table columns. Table caption should be separated by the text above by one line space. Tables should be referred in the text by Table 1, Table 2 and so on.

Figures

All drawing, graphs and photos should be as clear as possible, in black and white and should be included in the text as an integrated file. Figures should not exceed the margins of the typing area and should be consecutively numbered by Arabic numerals. Write the word ‘**Figure**’ and the corresponding number (in bold characters) and then the figure caption below the figure. Figure numbering should be in the order that they are first cited in the text and as close as possible to their first citation. Figure should be referred in the text by Figure 1, Figure 2 and so on. Note that the entire manuscript, including figures, will be about 20 % reduced of their original size, for publishing requirements.

Equations

Equations should be separated by the text above and bellow by one line space, justified and consecutively numbered by Arabic numerals. Place the number of equations in parentheses at the right page margin and refer to them by Equation 1, Equation 2 and so on in the text.

Units-Chemical formulas-Numbers

Please ensure that the following system is used for all scientific and laboratory data: kg for kilogram, L for liters and g for grams. Chemical formulas should also be correct e.g. CO₂ (not CO2). Decimal numbers must have a dot ‘.’ as a decimal point and not a comma ‘,’. For example 2.5 (not 2,5). Groups of three digits in numbers greater than 999 should not be separated by a space or comma, e.g 2500 (not 2 500 or 2,500).

References

References to works cited in the article should be numbered consecutively in the text and should be placed in square brackets. References should be listed at the end of the text in the order that they appear in text, headed by the word ‘**References**’. Use the format recommended below for journal articles, conference proceedings, books, standard test methods, electronic publications.

Example for *Journals*

1. Kungolos A., Samaras P., Kipopoulou A.M., Zoumboulis A., Sakellaropoulos G.P., 1999. Interactive toxic effects of agrochemicals on aquatic organisms. *Water Science and Technology*, **40** (1), 357 – 364.

Example for *Conference proceedings*

2. Marnellos G.E., Zisekas S.T. and Kungolos A.G., 2002. Electrochemical promotion of CO oxidation on a Fe electrode. *Proceedings of the International Conference on Protection and Restoration of the Environment VI* (eds. A. G. Kungolos, A. B. Liakopoulos, G. P. Korfiatis, A. D. Koutsospyros, K. L. Katsifarakis and A. D. Demetracopoulos), July 1–5, Skiathos Island, Greece, Vol. II, 1081-1088.

Example for *Books*

3. Metcalf & Eddy, 2003. *Wastewater engineering: Treatment and reuse*. 4th ed., McGraw-Hill, New York.

Example for *Standard test methods*

*Fifth International Conference on Environmental Management, Engineering, Planning and Economics
(CEMEPE 2015) & SECOTOX Conference*

4. CEN, 1997. Water analysis – guidelines for the determination of total organic carbon (TOC) and dissolved organic carbon (DOC), EN 1484. European Committee for Standardization (CEN), Brussels.

Example for *Electronic publications*

5. <http://www.cemepe.prd.uth/instructions.htm> (accessed August 25, 2006).