

ARSYM – FBSF 2018

Guidelines for Preparing Extended Abstract

General Guidelines

The extended abstract must contain the following sections: **Introduction, Methodology, Findings, Conclusion, and References.**

The extended abstract shall be written in font *Time New Roman*, single line spacing and 11 font size, justified. The extended abstract should contain maximum of 1500 words. Extended abstracts can contain figures, tables and/or images which are not included in the word count. The references are not included in the word count as well. **Page format should be A4 page size with margins 2.5 cm wide from the right, left, top and bottom. Pages should not be numbered.**

Supporting figures, tables and images of the results (no more than two figures or two tables) may be included in the extended abstract.

All the tables, images and figures should be centered. Figures and images should be numbered (see Figure 1 for an example) and figure headers should be placed under the figure or image; as for the tables, they should also be numbered (see Table 1 for an example) and the table header should be placed at the top. References (if any) of the tables, figures and images should be presented right under the tables, figures and images in the form of author's surname and publication date.

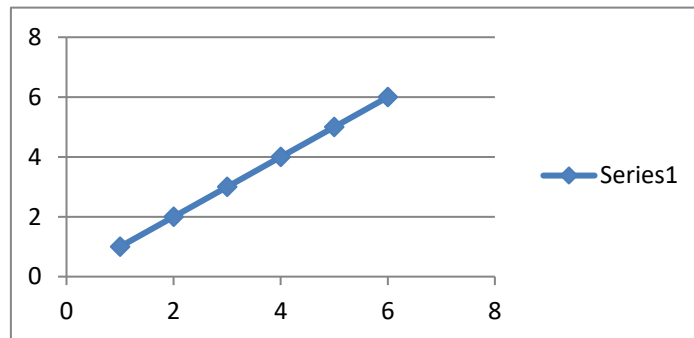


Figure 1. Header

Table 1. Header

Source: author's surname, publication date

See the overleaf for the template for extended abstract



Title

(TIMES NEW ROMAN, 14 FONT SIZE, BOLD, SENTANCE CASE, CENTERED)

Author's Surname, Initials¹, Author's Surname, Initials² (Times NewRoman ,12 font size)
(corresponding author should be underlined)

¹*Affiliation* } (10 font size italic)
E-mail. }

Introduction (Times New Roman, 12 font size, bold, Sentance case)

The introduction section should present (1) the scope (2) objective/s of the paper (3) the problem, and (4) a brief review of the pertinent literature.

Methodology

The methodology must be clearly stated and described in sufficient detail or with sufficient references. The author shall explain the research question, describe the research framework, and the methods applied in detail. It should be furthermore highlight why the research question is relevant to theory and practice, and why the chosen method(s) are suited for the problem.

Findings

The arguments and findings are described in detail in this section.

Conclusions

Conclusions should include (1) the principles and generalisations inferred from the results, (2) any exceptions, problems or limitations of the work, (3) theoretical and/or practical implications of the work, and (5) conclusions drawn and recommendations.

References

References should be listed in alphabetical order and presented in a format according to the APA style. Number of references should be limit to eight (08).