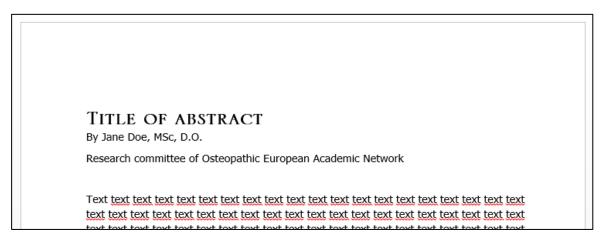
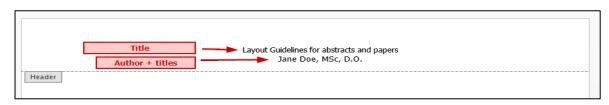


LAYOUT GUIDELINES FOR ABSTRACTS AND PAPERS

- 1. First include:
 - a. The title of the abstract
 - b. Name and title of author underneath
 - i. Institution the author works for or with (if applicable)



- If your paper is longer than one page you can create a title page which includes the same things on a separate page and a date (month & year)
- 2. On each of the next pages include:
 - a. a header with the title of work and your name underneath



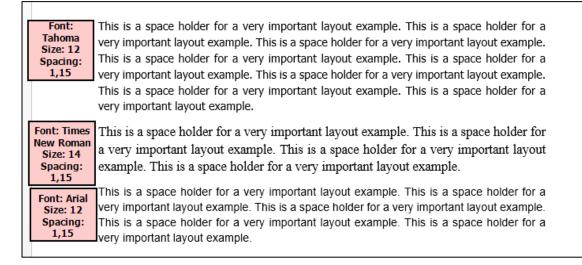
b. if there are more than one pages include their number in a footer (format 1|4 = 1 out of 4 pages)



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- 3. Text layout (the following are easier on the eyes when reading)
 - a. Use fonts such as: Tahoma, Arial or Times New Roman
 - b. Font size: 12 (Tahoma & Arial) or 14 Times New Roman
 - c. Line and paragraph spacing: 1,15
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- 4. Save as a PDF file
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