

## Greetings, World Congress Speaker -

Here is a summary of the remaining deadlines.

Please see the following pages for copies of the forms which need to be submitted prior to this year's event.

**1 – All Speakers)** Submit your Final Paper (Manuscript/Poster), as well as your Copyright Form by **Tuesday, June 30**. (see [pages 2-5](#))

**2a – Oral Presentation)** Submit your Speaker Information / Equipment Needs, as well as your PowerPoint Presentation by **Tuesday, September 8** (Please submit your PowerPoint presentation in 97-2003 version format [rather than Office 2007] to assure universal compatibility.) (see [pages 6 & 7](#))

**2b – Poster Presentation)** Submit your Speaker Information by **Tuesday, September 8**, we will provide all hanging boards, as well as the materials required for posting your presentation. Please bring your presentation, as you wish it to appear, with you. (see [page 8](#))

If you have any questions, please email me at [DianaS@iuva.org](mailto:DianaS@iuva.org), or call +1 (480) 544-0105. Thank you so much, I look forward to seeing you this fall in The Netherlands!



# International Ultraviolet Association

## 5<sup>th</sup> World Congress

### Instructions to Authors

**GENERAL FORMAT:** Manuscripts should be typed on white paper, single spaced. Manuscripts typed using software should be typed in MS Word (no PDF please). Preferable font is Times New Roman, size 12. If possible, set "Language" to "English (US)" and **adjust paper size to 8.5 x 11 inches**. Double space between paragraphs.

At the top of the first page, format as follows: **MARGINS:** 1 inch (2.54 cm). **LINE HEIGHT:** 0.177 inch. **JUSTIFICATION:** Full. **WIDOW/ORPHAN:** On.

**TITLE:** Type the title (boldface and centered) three lines from the top, capitalizing Major Words (16 font size, bold Arial); use more than one line if necessary. The title should be brief, descriptive, and have all words spelled out. If more than one line is necessary, use 1.5 spacing between lines.

**AUTHOR(S) NAME(S) AND ADDRESS(ES):** Skip two lines. Type the author(s) name(s) centered and single spaced (Arial, 12 font size, boldface), if more than one line is required. Skip one line, then follow with the author(s) address(es), also single spaced, capitalizing the first letter of all major words. In the case of authors from different institutions, identify the authors and appropriate institutions by corresponding Arabic numerals in superscript. PLEASE INDICATE THE SPEAKER BY UNDERLINING THAT AUTHOR'S NAME.

**ABSTRACT:** Skip two lines, center, type the word **Abstract** (in bold, Arial, 12 font size). Skip a line and type the abstract with each paragraph double-indented. The abstract should be approximately 50 to 100 words in length. It should be factual and contain the main results and conclusions of the paper, and be suitable for reproduction by abstracting services.

**KEYWORDS:** Skip one line and type "Key words:" (Times New Roman, italics, font size 12, single spaced) followed with up to 10 key words not in italics. One or more key words (initial caps followed by a semi-colon) should be provided by authors for indexing of their article. Key words should be followed by sufficient explanatory information to make them useful to readers in a subject index. Abbreviated forms of chemical compounds are not acceptable. Spell out entirely, using the official nomenclature. THE FIRST KEY WORD ALWAYS SHOULD BE "*Ultraviolet*".

Skip two lines, and proceed with the balance of the manuscript in Times New Roman font size 12. Do not indent paragraphs and skip one line between paragraphs.

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**SYMBOLS AND FORMULAE:** Use SI units (or English with SI units) and standard symbols and abbreviations. Do not use periods after abbreviations.

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In the List of References authors surname should be typed first followed by initials, "article titles", journal title (abbreviated, if possible, in accordance with *The World List of Scientific Periodicals*), volume number, (issue if available), colon, page numbers of the text and (year of publication). For example:

1. Russel, D.H., Medina, V.J. and Snyder, S.H. "Chemistry and Biology", J. Biol. Chem. 245(3):6732-6738 (1970). *Or*

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**SUBMISSION:** Please submit your manuscript (MS-Word format) by e-mail as an attached file to:

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**International Ultraviolet Association**  
**Proceedings - 5<sup>th</sup> World Congress**  
**21 – 22 SEPTEMBER, 2009**  
**AMSTERDAM, THE NETHERLANDS**

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**International Ultraviolet Association  
5<sup>th</sup> World Congress  
21-22 September, 2009  
Amsterdam, The Netherlands**

**Speaker Information**

<b>Paper Title</b>	
<b>Presenter</b>	
<b>Affiliation</b>	
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