GUIDELINES FOR AUTHORS PREPARING MANUSCRIPTS

Authors Name in Full

Affiliation, E-mail

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**KEY WORDS:** Manuscripts, Proceedings, Guidelines for Authors, Styleguides, CDROM

# MANUSCRIPT

## General Instructions

Maximum paper length is restricted to **4 printed pages**. The paper should have the following structure:

Title of the paper

Authors and affiliation

Keywords (4-5 words)

Abstract (at least 100 words)

Introduction - including motivation, aims (and for long papers structure of the paper), overview and references to related work (in separate section)

Main body - explanation of methods, algorithms, data used, instrumentation (sensors, systems, etc.), results and discussion

Conclusions

References

Acknowledgements

All papers should be sent to the meeting organisers in digital form. However, if in exceptional circumstances, the paper cannot be prepared digitally, it must be prepared on A4 paper according to these guidelines, and sent to the organisers for scanning.

## Page Layout, Spacing and Margins

The paper must be compiled in one column for the Title and Abstract and in two columns for all subsequent text. All text should be single-spaced unless otherwise stated herein. Left and right justified typing is preferred.

## Preparation in Electronic Form

The size of the paper in PDF format should not exceed the limit in Mb specified by the organizer of the meeting.

Table 1. Margin settings for A4 size paper

|  |  |  |
| --- | --- | --- |
| Setting | A4 size paper | |
|  | mm | inches |
| Top | 25 | 1.0 |
| Bottom | 25 | 1.0 |
| Left | 20 | 0.8 |
| Right | 20 | 0.8 |
| Column Width | 82 | 3.2 |
| Column Spacing | 6 | 0.25 |

## Hardcopy Preparation

If the paper is transmitted to the meeting organisers in hardcopy version only, it must conform in appearance to these guidelines for authors. Each page must be output on a high quality computer printer. Do not typethe page number on the manuscript sheet.

## Length and Font

All manuscripts, except Invited Papers, submitted in hard copy or electronically are limited to a size of no more than four (4) single-spaced pages (A4 size) in the printed version. For the printed version, the font type Times New Roman with a size of ten (10) points is to be used.

# TITLE AND ABSTRACT BLOCK

## Title

The title should appear centered in **BOLD CAPITAL LETTERS** without underlining, near the top of the first page of the paper. The font type Times New Roman with **a size of 16 points is to be used**. Use more than one line if you wish, but always use single-spacing. After one blank line, type the author(s) name(s), affiliation and mailing address (including e-mail) in upper and lower case letters centered under the title. In the case of multi-authorship, group them by firm or organization as shown in the title of these Guidelines.

## Abstract

Leave two blank lines under the key words. Type "**ABSTRACT:**" flush left in bold Capitals followed by one blank line. Start now with a concise Abstract which presents briefly the content and very importantly, the news and results of the paper in words understandable also to non-specialists.

# MAIN BODY OF TEXT

Type text single-spaced, **with** one blank line between paragraphs and following headings. Start paragraphs flush with left margin.

## Headings

**MAJOR HEADINGS**

Major headings or section headings are to be centered, in bold capitals without underlining, after a triple line space (two blank lines) and followed by a double line space (one blank line). Latter is done automatically when using the provided Word template file.

**Subheadings**

Type subheadings flush with the left margin in bold upper case and lower case letters. Subheadings are on a separate line between two single blank lines. The blank line after is added automatically when using the provided Word template file.

**Subsubheadings:** They are to be typed in bold upper case and lower case letters after one double line space (one blank line) flush with the left margin of the page, with text following on the same line. Subsubheadings may be followed by period or colon, they may also be the first word of the paragraph's sentence.

Decimal numbering of all sections is recommended (with the exception of the sections “Acknowledgements” and “References”). If bold printing is not available to you, use underlining, instead, but only for subheadings and subsubheadings, not for Major Headings.

## Illustrations

### **Placement**: Figures must be placed in the appropriate location in the document, as close as practicable to the reference of the figure in the text. While figures and tables are usually aligned horizontally on the page, large figures and tables sometimes need to be turned on their sides. If you must turn a figure or table sideways, please be sure that the top is always on the left-hand side of the page.

### **Captions**: All captions should be typed in upper and lower case letters, centered directly beneath the illustration. Use single spacing if they use more than one line. All captions are to be numbered consecutively, e.g. Figure 1, Table 2, Figure 3.

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Figure 1. Figure placement and numbering.

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### **Tables**: Tables should be produced directly within the text. Each table should have a number and a caption.

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## Equations, Symbols and Units

### **Equations**: Equations should be numbered consecutively throughout the paper. The equation number is enclosed in parentheses and placed flush right. Leave two blank lines before and after equations. E.g.

 (1)

where *c* = focal length

x, y = image coordinates

X0, Y0, Z0 = coordinates of projection center

X’, Y’, Z’ = object coordinates in ground

coordinate system

### **Symbols and Units**: Use the SI (Systeme Internationale) Units and Symbols. Unusual characters or symbols should be explained in a list of nomenclature.

## References and/or Selected Bibliography

References should be cited in the text, thus (Smith, 1987b; Moons, 1997), and listed in alphabetical order in the reference section, leaving a blank line between references. The following arrangements should be used:

**References from Journals**:

Smith, J., 1987a. Close range photogrammetry for analyzing distressed trees. *Photogrammetria*, 42(1), pp. 47-56.

Names of journals can be abbreviated according to the "International List of Periodical Title Word Abbreviations". In case of doubt, write names in full.

**References from Books**:

Smith, J., 1989. *Space Data from Earth Sciences*. Elsevier, Amsterdam, pp. 321-332.

**References from Other Literature**:

Smith, J., 1987b. Economic printing of color orthophotos. Report KRL-01234, Kennedy Research Laboratories, Arlington, VA, USA.

Smith, J., 2000. Remote sensing to predict volcano outbursts. In: *The International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences*, Kyoto, Japan, Vol. XXVII, Part B1, pp. 456-469.

## Acknowledgements (optional)

Acknowledgements of support for the project/paper/author are welcome.

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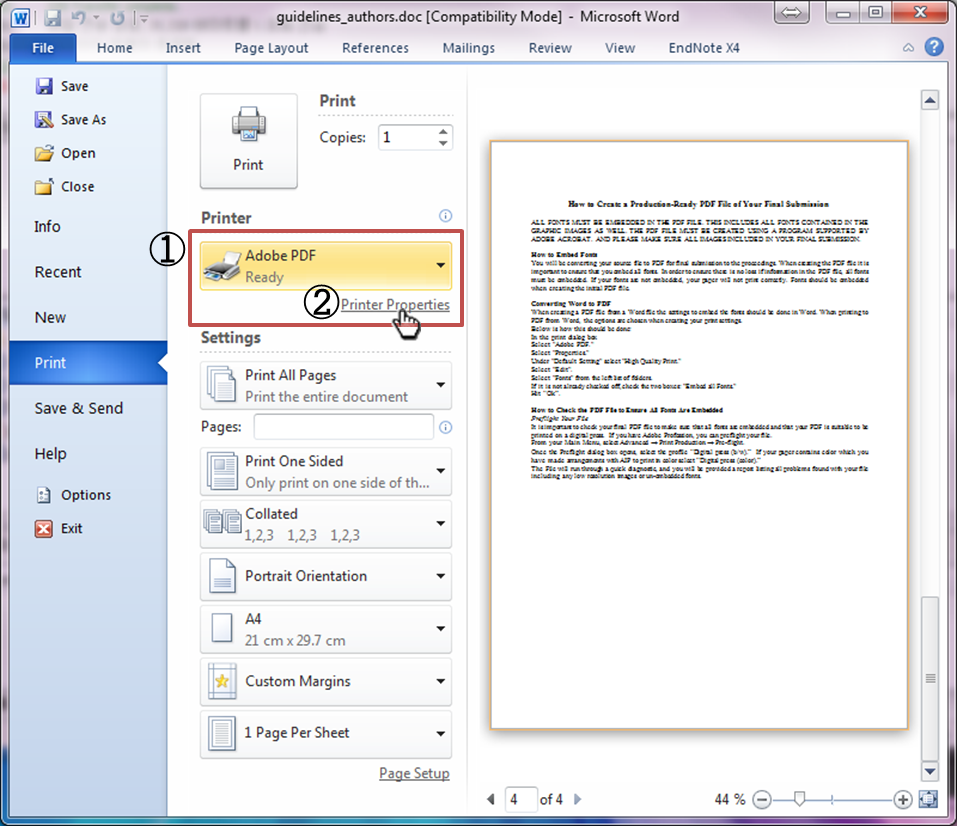
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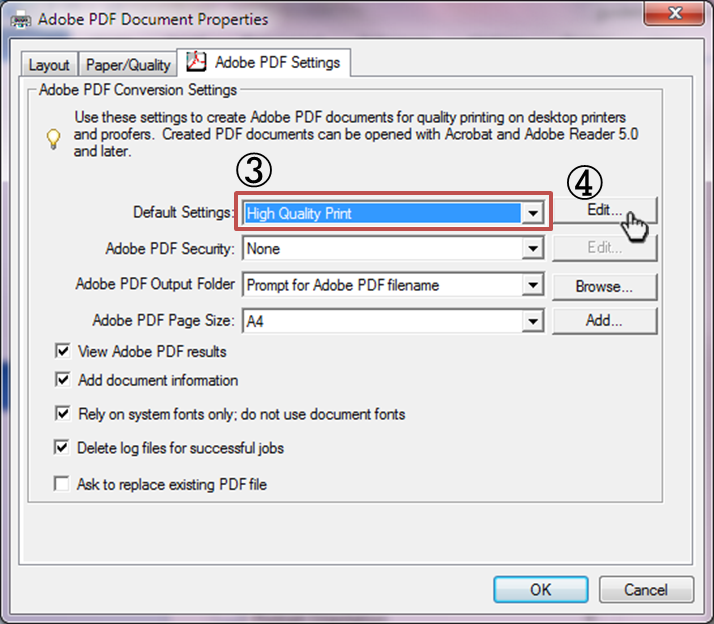
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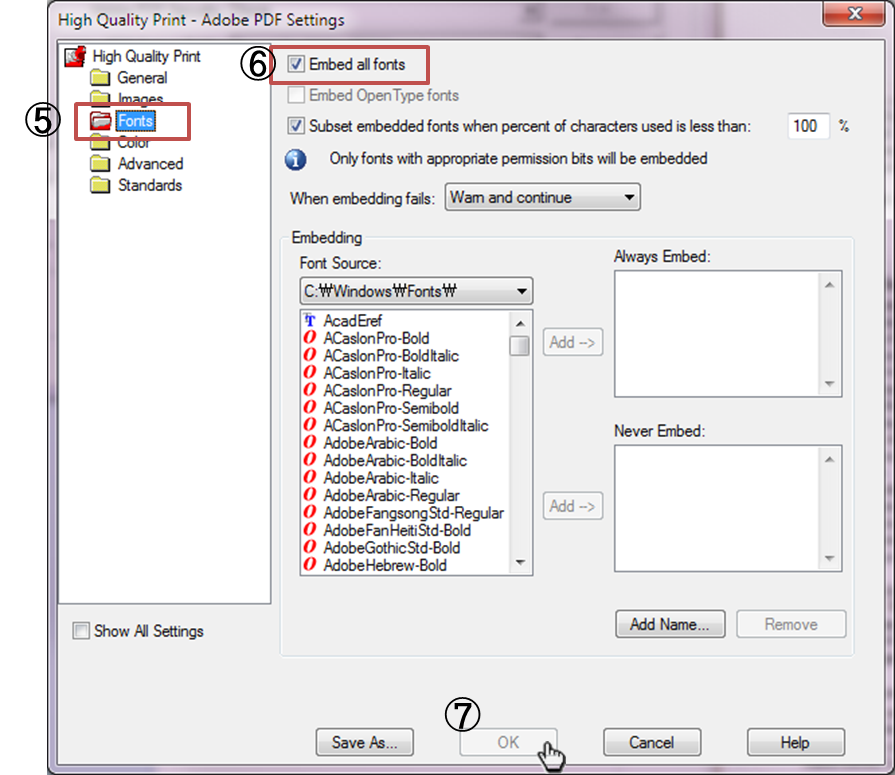


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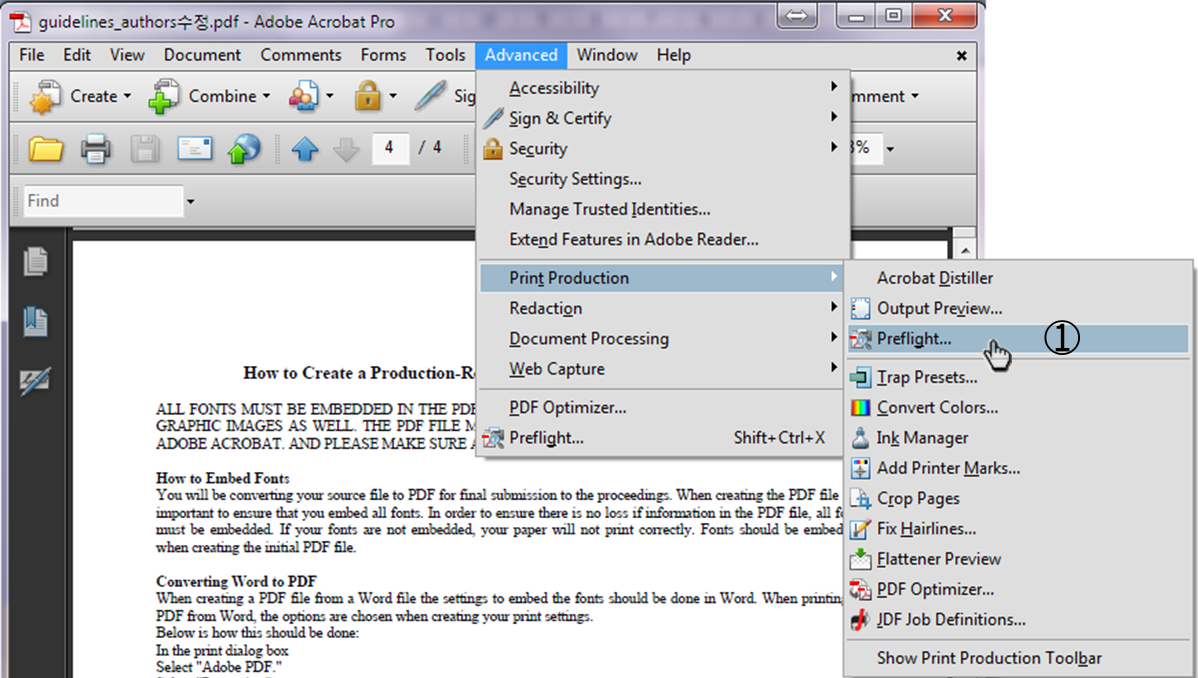


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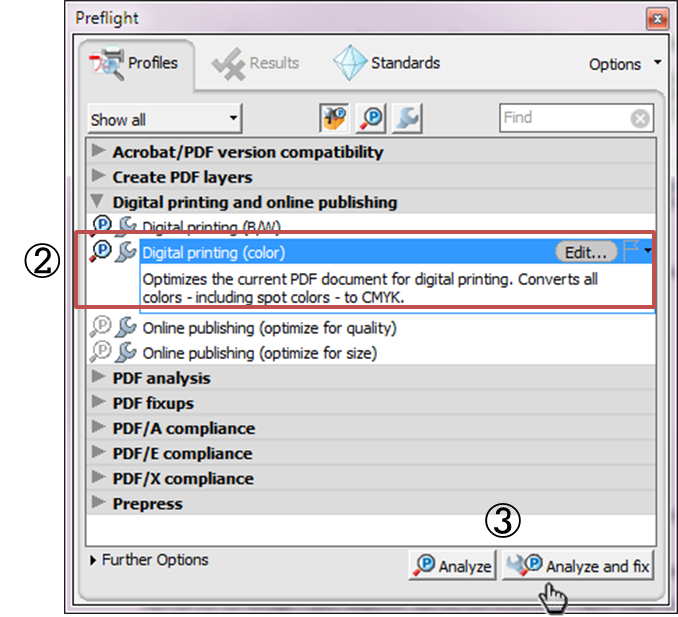
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