

Abstract Submission Guidelines

IASSPES

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Abstract. Guidelines for preparing and submitting original and revised abstracts to the *Space, Propulsion & Energy Sciences International Forum* (SPESIF) are provided. These instructions will enable authors to prepare files that can be submitted by email to the SPESIF Editorial Staff for editorial review and approval. XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX Templates can be found on the author/presenters page at: http://www.ias-spes.org/SPESIF2011/SPESIF_Author_page.html. This document was prepared by the Institute for Advanced Studies in the Space, Propulsion & Energy Sciences (IASSPES). Send comments about this guideline to iasspes@ias-spes.org.

Keywords: (Major categories that are in line with the PACS, but not the PACS labels)

PACS: (The 2008 PACS can be found at <http://www.aip.org/pacs/pacs08/pacs08-toc.html>)

ABSTRACT SUBMISSION

The initial abstract should describe the work (manuscript or presentation) in enough detail as to give the reviewers enough information on the subject matter for a clear approval, but should not be more than one page.

Initial abstracts should be named as (1st Author Last Name)_abs.doc; example: Robertson_abs.doc

The final manuscript abstract should be the same as in the final manuscript; describing the work in short form. The final manuscript abstract is due with the final manuscript. Presenters may submit a final abstract for online publication; otherwise the initial will be used.

Final manuscript abstract should include the log number in the file name (1st Author Last Name)_abs_(log#).doc; example: Robertson_abs_022.doc.

Submit all abstracts to the following address: abstracts@ias-spes.org

Abstracts, submitted to the *Space, Propulsion & Energy Sciences International Forum* are to be in Microsoft Office Word 2003 or 2007 format.

Most Universities and colleges can get MS Office at a reduced cost at their book store. Plus there are several academic online sources (Example: <http://www.academicsuperstore.com/>).

Note that there are several versions of MS Office 2007 at different costs, all of which include MS-Word, but may not include other desirable software. PowerPoint is the preferred presentation software.

The IASSPES staff can convert other formats to MS-Word for you. Send email to iasspes@ias-spes.org for instructions and pricing.

PREPARATION

Abstracts are to be written in the third person. The use of *we*, & *I* is forbidden; specifically as they applied to the authors.

General Format Guidelines

The following provide some specific guidelines that are to be followed:

Title

Spacing: 54pt before and 0pt after
Font: 18pt/Bold/Centered/Cap first letter of each major word
General: Keep Titles short, no more than two lines

Author Names

Spacing: 18pt before and 18pt after
Font: 14pt/Centered
General: Do not use Titles, nicknames and after names (e.g., JR, II & etc)

Affiliation

Spacing: 0pt before and 18pt after
Font: 10pt/Italic/Centered
General: Include affiliation name and address followed by the author phone number and email.

Abstract

Spacing: None
Font: 9pt
General: Begin with “**Abstract.**” Bold and includes the “.”

Keywords/PACS

Spacing: 12pt before and 0pt after
Font: 9pt
General: Use the format as shown above and below the abstract in this guideline.

AUTHORS AND AUTHOR AFFILIATIONS

This section describes the format for authors and affiliations.

- Authors are listed by (first name) (middle initial) (last name), *i.e.*, Bob E. Williams.
- Do not use Titles, nicknames and after names, *e.g.*, JR, II & etc.
- Use only *one affiliation per author*, additional affiliations can be mentioned later in the Acknowledgement

section of the manuscript.

- Use lower case alphabet for the affiliation index *i.e.*, Bob E. Williams^a, Joe P. Barton^b and Frank A. Jones^c. Indexing is not needed for a single affiliation.
- Please keep authors to a minimum. If only one affiliation, list all author. If a very large team effort (more than four) was utilized from multiple affiliations, list only those responsible for writing the paper. The others can be mentioned later in the manuscript.

Equations and Symbols in the Text

- Equations $E = mc^2$ and symbols α , β and μ in the abstract are to be 8pt with a space before and after. The spacing can be done in the equation editor. Do not include units.