



ACA PAPER TITLE PLEASE LIMIT TO NO MORE THAN TWO LINES

J. Bloggs¹, A. Another²

¹ABC Consultants, Sydney, ²Second Author Affiliation

SUMMARY: This document is the template for a typical conference paper. It is best used by overtyping the paper heading and author names and affiliations, the summary, keywords, then modifying the level (1) headings etc, and cutting and pasting the text into the body. Examples are given below of figures, equations, tables and references. Refer to the Guide for Authors for a list of detailed requirements, font sizes and styles, footers for page numbering, and for page size and page margins. Note that the format style for the text, headings etc. is displayed in the Formatting Bar in WORD, top left corner when you click the cursor over the text of interest.

Keywords: Steel, Seawater, Adhesive, Protective coating, are example words (6 Maximum).

1. INTRODUCTION

This is an example of the main body text – “Normal” format, Times New Roman 10. Do not underline, use do not bold, do not use italics (unless absolutely necessary). No footnotes. Use a reference instead. No headers or footers except for page numbering.

1.1 Heading 2 (Format = Times New Roman 10 pt Bold)

1.1.1 Heading 3 (Format = Times New Roman 10 pt)

If possible avoid Level 3 headings. Try to work with just Level 1 and Level 2. This makes the layout of the paper simpler and makes it easier to read. All text for the main body of the paper is 10 pt Times Roman - see the Author Guide for details.

2. EXPERIMENTAL OBSERVATIONS (SAY) - HERE EXAMPLE OF TABLE

Text describing, say, the experimental observations, the experimental conditions etc. typically would follow the introduction. Here we use this part of the paper to give an example of a table within the text, together with recommended spacing before and after:

Table 1. Advantages and Disadvantages of Using Bloggs Adhesives

Advantages	Disadvantages
Lower manufacturing cost	Relatively low shear and peel resistance
Forgiving to surface preparation	Limited to small diameter pipes (<660 mm)
Good C.D. resistance	
Excellent water repellents	
Easy to apply	



Followed by more text. You can add other tables, for example, by copying this one to a new place in the paper and modifying it by overtyping text, deleting columns or rows or adding them using the TABLE pull-down menu.

3. EXAMPLE OF FIGURE OR DIAGRAM

Figures and diagrams should be placed in a Table. Use one column, two rows for a single figure, two columns two rows for two figures, etc. The example below is for two figures side by side. Note that the borders for the table have been removed (go to WORD - Format pull-down menu - Borders and Shading - to remove them if needed).

Paste the first figure here - it will occupy the space as best it can but you may have to adjust its size to suit the page and the adjacent figure. Use the handles (small squares) at the corners of the photo or diagram to ensure the aspect ratio remains the same. Click on the figure at right to see these handles.



Paste the second figure, if there is one, in the box adjacent. Otherwise delete the column. Use standard formats (such as jpeg or png) for photographs and figures.

Figure 1 Put the figure caption here (Not bold)

Figure 2 Put the figure caption here (Not bold)

Repeat as required for other photographs or diagrams. It is best to draw diagrams separately and save them as separate documents and only then paste them in as whole units.

4. EXAMPLE OF AN EQUATION

When equations are used in the paper they may be created using the Word Equation Editor. You obtain it by clicking on the following equation (or go to INSERT - Object - Equation Editor). All equations should be on a separate line, centred and with a sequential number at right (right justified), commencing at (1):

$$A(t) = C + B.t + \sqrt{x} \int_a^b x(t)dt - etc. \quad (1)$$

followed with an explanation of what the symbols represent. In the text the Equations should be referred to as Eqn (1) etc.

5. DISCUSSION - HERE USED TO ILLUSTRATE REFERENCING

In the text you may want to use references. These can be of one of two types - the Vancouver (Number) system or the Harvard (Author, date) system. Do NOT mix them in the one paper - use one or the other. Here are some examples. In the Vancouver system: 'In previous work Evens [1] showed that it was possible to immerse steel in acid [2] with the result....' In the Harvard system this would read: 'In previous work Evens (1960) showed that it was possible to immerse steel in acid [Goldilocks 1943] with the result....'

6. CONCLUSIONS

The text for the conclusion is pasted here.

7. ACKNOWLEDGMENTS

Add here if necessary.

8. REFERENCES

See instructions for style of references. All references must be in 10 pt Times New Roman font.