

## Content of Synopses

The synopses should consist of:

- a 2 to 3 pages **summary**, including an **abstract** with no more than 50 words. The topic number(s) and your indication of preference for dialogue or lecture presentation must be clearly mentioned;
- a key diagrams;
- a references list.

The originality and the main points of the paper are to be clearly indicated.

The synopsis must be **anonymous** and should be a **pdf-file** with a filesize **less than 3 MB**.

**If the submitted abstract and summary do not meet the mentioned requirements, they may not be considered for selection.**

The synopses will be submitted using the host of the conference on the internet. A link to the site will be available from this site. A link from <http://www.epe-association.org> will be available as well. The site will be open for upload from 1 September 2008 onwards.

Authors of papers provisionally selected for presentation will receive a notification and can download the instructions for preparing the dialogue papers and/or the lecture papers from the internet site. Final selection will be based on the full paper. The paper will only be included in the Conference Proceedings after receipt of one full registration fee per paper in due terms. Student registration fee is only valid for student participants, not for authors. One single author may not present more than two (2) papers. In that case, the fee to present the two papers will be 150% of the registration fee.

A selection of outstanding conference papers will be published afterwards in the EPE Journal, which is an ISI registered journal. The papers will also be registered in IEEEExplore.

## Instructions for Electronic File Formats

Your efforts to follow the guidelines are essential to ensure the proper working of the reviewing procedure. It will be a guarantee for the quality of the conference you are planning to attend. Below, you will find guidelines for file and graphics format.

A help desk by e-mail will be reachable from the host.

For your information, your file will be checked for compatibility problems and then put at the disposal of the Topic Chairperson, Co-Chairperson and reviewers for evaluation. These persons will download your file or receive it by e-mail.

All operations need that the original file is compliant with the general guidelines.

Please be careful if you work in a country using special fonts/characters: double byte fonts (Asian countries), east European fonts,...

The help desk will help you by e-mail to solve these problems.

### Paper headings

The synopsis will be headed by the paper title. The origin (University (U), Industry (I), University in collaboration with Industry (UI) or Industry in collaboration with University (IU)) will be indicated on the second line, next to the chosen sub-topics 1 and 2.

THE SYNOPSIS MUST BE ANONYMOUS. NO INDICATION OF AUTHOR MAY APPEAR ON THE DOCUMENT.

### File size

The papers must be limited to 3 A4 pages and the file size (in .pdf format) should not exceed 3 Mb.

### File Format

Papers should be saved in .pdf format.

### Fonts

Paper Title: Times New Roman 12 pt bold

Headings : Times New Roman 10 pt bold

Body text : Times New Roman 10 pt.

Formulas : SYMBOLS - MS Equation format – MathType Format

## Graphics

All graphics must be inserted in the .pdf document. Available file formats are: WMF, EPS, TIFF, PICT, BMP, JPG and GIF. Graphics, pictures and other non-text elements could increase unnecessarily the file size. To avoid this, graphics must be prepared at the right size and color depth before including them into the final document. Avoid cropping or other distortion to ensure a good printed quality of your document.

The use of JPG or GIF format is the best solution to decrease the total file size of your document.

## How to transfer your document to EPE

By clicking on the "submit" button on the bottom of the "Synopsis Upload" window of the conference site, you will enter the technical site for submission of the synopsis. This button will not appear before September 1st, 2008. You will first have to register on this site. This information will be kept and used for further contact up to the final registration to the conference. You will then have access to a button "submission of synopsis" and you will be asked for a password. The password is: S081101T. Only by typing this password you will have access to the next window that will allow you to upload your synopsis.

**Make sure your synopsis is ready for upload and reviewing before starting the process. Please double check your document to avoid multiple file changes.**

## Deadlines

Intending authors should note the following deadlines:

Receipt of synopses	21st of November 2008
Notification of provisional acceptance	18 <sup>th</sup> of March 2009
Receipt of full typescript for final review	11 <sup>th</sup> of May 2009