

GeoCart'2014 Guidelines for Authors

Introduction

The Programme Committee invites authors to submit extended abstracts of up to 1500 words proposing oral or poster presentations to the 7th National Cartographic Conference, 42nd ANZMapS Conference and 3rd ICA Regional Symposium on Cartography for Australasia and Oceania - **GeoCart'2014**.

The conference proceedings will be published as a CD-ROM, and / or a book in the NZCS *CartoPRESS* series, which collates the accepted extended abstracts.

Authors will also be invited to expand their conference abstracts/presentations into full-length manuscripts for publication in the Australian and New Zealand Map Society's journal, "The Globe", as either peer-reviewed papers or unrefereed reports (as appropriate). For more information on The Globe, see <http://www.anzmaps.org/wp-content/uploads/Globe-notes-for-authors.pdf>. There will possibly be another special issue in a cartographic journal or published book.

All extended abstracts will be reviewed by one of the programme committee, either from a professional or research background, as applicable. You have the choice of submitting your professional or research abstract towards an oral presentation or poster presentation stream.

If a submitted abstract is accepted, one of the following will apply, depending on the results of the review:

- a. Accepted for oral presentation at the conference and included in the conference proceedings, subject to review recommendations
- b. Accepted for poster presentation at the conference and included in the conference proceedings, subject to review recommendations (some abstracts originally submitted for consideration for oral presentation may be in this category)

Unless noted otherwise, oral presentation of accepted abstracts will be within a 20 minute time slot in one of two concurrent sessions. Poster presentations will be delivered within the designated poster sessions, where Conference participants will have the opportunity to discuss topics directly with the authors.

Principal **authors** of the accepted abstracts are eligible for a **10% discount** on the Conference Registration fee.

Procedure

There is one submission stream for all abstracts. Submission and review follows this timeline:

Deadline for abstract submission	7 July 2014
Decision on submissions relayed to author(s)	28 July 2014
Deadline for revised submissions	11 August 2014
Deadline for early bird registration	8 August 2014
GeoCart'2014 Conference	3-5 September 2014

Submission should be made to the Scientific and Technical Programme Chair – **Dr Tony Moore** via the **Conference EasyChair** website: <https://www.easychair.org/conferences/?conf=geocart2014>.

Extended Abstract Guidelines

Microsoft Word is the conference file format. Files must be readable by machines using the Windows operating system. Any alternative formats should be firstly cleared with the Programme Chair. Authors should use the following guidelines in preparing their abstracts.

Format

1. Paginated to A4 paper format

2. Upper, lower and right margins of 2.5 cm; Left margin of 3 cm
3. Times New Roman font set at 12 point size; Single line spacing
4. Maximum length of 1,500 words including figures, tables, appendices and references
5. No indentations for paragraphs, but a blank line between paragraphs
6. Page numbers should be set central to the bottom of each page

Structure

There should be two blank lines to start with. The title should be written in capitals and centred, starting from the 3rd line from the top. The author name(s), affiliation(s) and email(s) should be separated by two lines gap from the title (full addresses and phone/fax numbers should be provided after the end of the abstract, with a 3 line gap intervening). The title and name(s) of the author(s) should be in bold typeface. Author details should be followed by the keywords (at least three).

After the keywords, two blank lines should be added before the body of the extended abstract. The body of the abstract can have sections and subsections, which can be numbered using a maximum of two digits (for example, **1. INTRODUCTION, 2.1 Model Validation**, etc). The section and subsection headings must be bold typeface. All text must start at the left hand margin (that is, new paragraphs are not to be indented) with exception of listings, which may be indented. The second and subsequent pages should start text from the first line of the page.

Order

The general order of the materials in the abstract should be as follows:

- Title and authors
- Keywords
- The sections of the main body of the text, tables and figures (the tables and figures should appear close to their citation in the text)
- Acknowledgements, if any
- References

Tables and Figures

Tables must be numbered sequentially and have a reasonably explanatory title centred above the table; the measurement units employed in the table must be indicated. Figures should be provided embedded in the abstract document. Any other or specialised formats, including animations, should be firstly cleared with the Programme Chair.

Poster Guidelines

Authors should use the following guidelines in preparing their posters.

Format

Please use **A0** (1189mm x 841mm) or **A1** (841mm x 594mm) paper format.

Orientation

Both, portrait and landscape orientation of the poster is acceptable.

Structure

The poster should include:

- Title
- Author(s) and affiliation(s)
- The main body of the poster including text, tables and figures
- Acknowledgements, if any
- References

GeoCart'2014 Secretariat

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