

INSTRUCTION FOR AUTHORS

The following contains detailed guidelines for the preparation of papers to the conference proceedings.

1. FORMAT

Papers must take the following format:

- A4 paper (29.7cm long by 21 cm or 11.7 in by 8.25 in wide)
- Camera Ready
- upper, lower, left and right margins of 2.5 cm
- justified
- Times Roman 12pnt
- single spacing within paragraphs
- maximum length of 16 pages, including figures, tables, appendices and references
- 0.5cm paragraph indentation
- Headings formatted with 12 point spacing before and 6 point spacing after the heading, with no indentation
- the remaining text is formatted as Time New Roman 12 point using full justification
- first paragraph of each section to have no indent, remaining paragraphs to have 0.5cm indent
- number pages centred at the bottom
- without footnotes

The official language of the conference is English.

2. STRUCTURE

Please also see the [Template for Authors](#).

- **First Page:**

This should include:

Each author's name(s) and affiliation, including full postal and e-mail addresses. The abstract should not exceed 200 words.

Each paper submitted must contain the following:

1. **Title**

In bold block capitals throughout. Title -10 words long is the desired maximum length.

2. **Abstracts**

The text should contain no more than 200 words and give a brief account of the most relevant aspects of the paper. Abstracts should be in English and should not include any figures or mathematical notation.

3. Author(s)

Name(s), organisations, full address and e-mail are required.

4. Keywords

At most, three keywords should be selected from the list of topics (see [topic list in call for papers](#)).

5. Format

It is suggested that papers contain brief but clear and complete statements of introduction, objectives (aims), methods, recommendations (if appropriate) and conclusions.

- **Second and following pages:**

These include the main body of the paper, divided into chapters and (optionally) sections. Chapters must be numbered and their title typed in bold capitals (for example, **1. INTRODUCTION**). Sections must be numbered using two digits and their title typed in bold typeface (for example, **2.1. Model Validation**). Headings are formatted with 12 point spacing before and 6 point spacing after the heading. Section headings are formatted with 6 point spacing before and 6 point spacing after the heading. The first line of each new paragraph will be indented by 0.5cm, with the remaining text justified, starting at the left hand margin. Any listings may be indented.

- The order of the paper is as follows:

First: The chapters of the main body of the text, numbered as indicated above

Second: The **ACKNOWLEDGMENTS** (title centred and in bold capital typeface)

Third: The **REFERENCES** (title centred and in bold capital typeface)

Fourth: Appendices if required

3. EQUATIONS, TABLES AND FIGURES

- Equations must be written preferably with the same word processor used for the rest of the text, without hand written symbols in order to aid legibility. Equations must be numbered sequentially with their numbers in parenthesis and right justified.
- Tables must be numbered sequentially and have a reasonable explanatory title centred above the table; the measurements of units employed in the table must be indicated.
- Figures must be drawn using quality graphic software; they must be numbered sequentially and have a reasonably informative title centred under the figure.

References

In the body of the text, papers or documents are referred to by author's surname with the year of publication. If the reference has more than two authors, only the surname of the first author followed by *et al* in italics will appear in the body of text.

At the end of the paper complete references must be given alphabetically by author's surname including: surname(s) and initials of author(s), separated by a comma, year of publication in parenthesis, title of the paper, title and volume of the journal in bold typeface, with title case, with page numbers (for journals); For books and book chapters the publisher and the city of publication must also be indicated.

REFERENCES

I. Books and book chapters

Johnson, L.W. (1990), Discrete Choice Analysis with Order Alternatives, In M.M. Fisher, P.Nijkamp and Y,Y Papageorgiou (eds), *Spatial Choices and Processes*, North Holland, Amsterdam.

Winston, W. L. (1993), *Operations Research Applications and Algorithms*, Duxbury, Belmont, California.

II. Journal Papers

Castilho, D. B. and Daganzo, C. F. (1993), Handling Strategies for Import Containers at Marine Terminals, *Transportation Research*, **1 27B**, 151-166.

III. Papers presented to conference

Bates, J.J. and Roberts, M. (1983), Recent Experience with models fitted to Stated Preference Data, *Proceedings 11th PTRC Summer Annual Meeting*, University of Sussex, England, 4-7, July 1983.