Guidelines for Abstracts, Articles and Presentations
(oral and poster)

Formal Guidelines for Abstracts:

Abstracts are restricted to max. 25 lines (including spaces, title, authors and institutions). It may not contain any tables or graphs. Abstracts should be carefully edited in English and limited to a single onesided page (abstracts longer than the prescribed length will be returned to authors for editing to a single page) to be included in the book of abstracts. The texts should be written using the Program MS Word for Windows beginning with 6.0 and type Times New Roman, 12-point, single-spaced, justified. The side margins have to be:

• 2 right;

• 2,5 top;

• 2,5 bottom;

• 2,5 left.

The head of the abstract should be centered and contain the following lines:

• The title of the abstract in capitals and bold.

• The Authors' full names.

• The Institution, City and Country.

Deadline for Abstracts' submission:

Abstracts have to be submitted by **30th June 2017** at the latest to guarantee publication of the abstract in the proceedings.

The Conference Committee will be responsible for abstract approval!

Formal Guidelines for Articles:

The article (including the title and the authors' names) shouldn't contain more than **six pages** including the images and tables. The texts should be written using the Program MS Word for Windows beginning with 6.0 and type Times New Roman, 12-point, single-spaced, justified. You can include images, tables and figures made with Microsoft Word and Microsoft Excel.

➢ The article should contain a SUMMARY of max. 5 lines.

➢ The head of the article should be centered and contain the following lines:

• The title of the article in capitals and bold.

• The Authors' full names.

• The Institution, City and country

Recommended order of the article: Summary, Keywords (no more 5), Introduction, Methods, Development (eventually Results, Discussion), Conclusions, References.

Please note that there will be <u>no English language revision by the organizer</u> !!!

Article Submission Deadline:

The articles sent after **16.10.2017**, as well as articles that do not answer the above- mentioned requirements or sent without payment confirmation, will not be accepted.

Oral and Poster Presentation at the Conference (subject to approval by the Conference Committee)

• Oral presentation supported by PowerPoint format. Oral presentation time will be 10 minutes plus 5 minutes of discussion.

• Poster size is A0 (height: 120 cm, width 90 cm). Poster format is portrait.

Poster presentation time will be two minutes plus one minute of discussion.

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E- Posters:

- The e-posters can be created with PowerPoint or any other software, to be transferred to PDF.

These instructions are written for PowerPoint, but are applicable to any other software you may wish to use. Use PowerPoint 2003 or newer, and set the dimensions of your poster to: 140 cm (55 in) width x 79 (31 in) cm height, in landscape (horizontal) orientation.

- Number of pages (slides): one (1).
- E-poster file size is a max of 5 MB.
- Minimum suggested font size: 24 (20 for references).
- For embedded images prefer .jpeg or .png file formats in a resolution of 72 or 96 dpi (for online version) or 300 dpi (for printed version).
- Do not use animated effects, "animations" and videos.
- Please make sure that your text and background have a large contrast.

Before submitting, save your poster as a PDF file!

You can provide us with your E-posters per E-mail: hoeritsch@eurohandball.com !!

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