Workshop Formatting Instructions: Contribution Title

PhD Candidate Name Surname (e-mail)
Affiliation b (Dept., University, City, Country)
Tutor: Prof. X Y, Cotutor: Prof. X Y
Industrial Doctorate (if applicable)
Affiliation of the industrial doctorate (University and/or company, country)

This document contains the content and formatting instructions for preparing a camera-ready paper for the Workshop proceedings. Your paper should be submitted as word file to acta@phdfood2019.it by June, 18th, 2019.
The manuscript should start with an abstract of the PhD work (no more than 100 words) which should summarize the scope, aims, results and conclusions. Do not head the abstract section with any heading (ex: do not indicate the word Abstract)

Titolo in Italiano

Riassunto in Italiano (max 100 parole)

1. Format And Type Fonts

This chapter contains layout and formatting instructions for preparing a camera-ready paper for the Workshop using Microsoft Word. These instructions have to be followed strictly, and it is strongly advised to use the styles indicated in this document in between square brackets. It is strongly advised NOT to use more formatting or styles in your paper than the ones mentioned here. All data should be reported in the SI Unit System.

To prepare your paper you can either use the documents provided as examples as your template and simply replace this text by your text or follow the instructions reported below.

1.1 Format

The book size will be 18,2 x 25,7 cm. On JIS B5-size paper, you will have to set the margins to:
Left Margin: 2.0 cm
Right Margin: 2.0 cm
Top Margin: 2,4 cm
Bottom Margin: 2.0 cm

Please make sure that you do not exceed the indicated type area.

Maximum number of pages, including references and figures, for an Oral Communication is 7 pages, for a Poster or a Mini-Poster is 3 pages.

Do NOT add page numbers.
Do NOT add Headers of Footers.

1.2 Type font and type size

[Style: Normal]
Prescribed font is Arial, 10 points, with single spacing, 1 column. However, if your text contains complicated mathematical expressions or chemical formulae, you may need to increase the line spacing. Running text should be justified.

The title of the paper should be in Arial, Bold, 10 pt, Centred, with 30 pt before and 6 pts after the paragraph
[Style: Title]
The authors and affiliation should be typed in 10 pt. Arial, Centred
1.3 Section headings
The way chapter titles and other headings are displayed in these instructions are meant to be followed in your manuscript. It is strongly recommended that you use the preformatted styles for the headings.
Level 1: Arial, 10 pt, Bold, 12 pt before and 6 pt spacing after heading, Title Case
[Style: Heading 1]
Level 2: Arial, 10 pt, Bold, 12 pt before and 6 pt spacing after heading, Lower case
[Style: Heading 2]
Level 3: Arial, 10 pt, Italic, NO spacing after the heading, Lower case
[Style: Heading 3]

Do NOT use automatic heading numbering for your document, as to simplify the production of a full volume of proceedings. Instead, number the headings manually.
Do NOT begin a new section directly at the bottom of the page, but transfer the heading to the top of the next page.

1.4 (Foot)notes
[Style: Footnote Text]
(Foot)notes placed at the bottom of the page should fit within the type area. Separate them clearly from the text by adding two lines spaces and by setting them one point size smaller than the type in the text, i.e. 9 pt.

1.5 Equations
Make sure that placing and numbering of equations is consistent throughout your manuscript.

\[ E=mc^2 \]  \hspace{1cm} (1)

Leave one extra line space above and below the equation, left align the equation and put the number of the equation flush-right, using a Right Tab on the right margin.

2. Illustrations and Tables

2.1 General
Illustrations and tables should be originals or sharp prints. Please consider that as the manuscript will be printed in black-white and colours will be visible only the digital version. Avoid to reference your text to coloured items in the illustrations. Colours will be lost after the printing and will create misunderstanding to the reader. All illustrations should be placed in position on or near the page where they are first mentioned or treated in detail.

2.2 Tables
Set table number (Bold) and title flush (Italic) left above table, with 15 pt before and 6 pts after between text and table. To distinguish tables from the main text, use a smaller type font (Arial, Italic, 8 pt). Horizontal lines should be placed above and below table headings, above the subheadings and at the bottom of the table above any notes. Vertical lines should be avoided.
Position tables at the top or bottom of a page.
2.3 Captions

[Style: Caption]
All line art should be placed in position. Figure captions should be placed near each illustration, font Arial, Italic, 9 pts, with 15 pt between caption and text and 15 pts between text and top of the figure. Figures and figure captions should be placed flush-left; two narrow figures may be placed side-by-side.

3. References or Selected References

Citations in your text should be collected at the end of your manuscript in a list of References. They should be prepared according to the Harvard style (name/year system). Make sure that your accumulated list corresponds to the citations made in the text body and that all material mentioned is generally available to the reader.

We strongly recommend to use the Mendeley tool selecting the style “American Psychological Association 6th edition (no DOIs, no issue numbers)”. To install this style in Mendeley click here on “Install style”: https://csl.mendeley.com/styleInfo/?styleId=http%3A%2F%2Fwww.zotero.org%2Fstyles%2Fapa-no-doi-no-issue


Harvard system (name/year system)
Reference in the text to literature cited is given by the surname of the author(s) followed by the year of publication, e.g. “Smith (1984) has reported ..., which was recently confirmed (Jackson and Sharp, 1986, p. 19).” For references with more than two authors, text citations should be shortened to the first author followed by “et al.”. However, in the list of References the names and initials of all authors should be mentioned. Two or more references by the same author published in the same year are differentiated by the letters a, b, c, etc. immediately after the year. The references should be listed in alphabetical order in the list of References.

Examples:

In the text: (Ares & Varela, 2017b, 2017a; Bayarri & Costell, 2009; Guinard & Mazzucchelli, 1996; Xiao et al., 2014)

In the “References”:


