# Global Waste Management Symposium (GWMS) Abstract Template Instructions for Using This Template:

Please use this template to create an abstract for submission. Ensure all formatting and spacing is

retained. This is easily done by selecting an area of text and then typing.

If you elect to paste text from another document into the template, please ensure you make any necessary adjustments to ensure the template remains formatted correctly.

# File Attachment and Naming

Abstracts must be uploaded as a **single** portable document format (PDF). Please name the file by the primary author’s last name, affiliation and a few descriptive words on the topic, such as *“Heffley- ABCHauling-recyclingcontamination.pdf”*

# Submitting the abstract

All abstracts shall be submitted by the stated deadline electronically online at the following [LINK](https://erefdn.infoready4.com/%23competitionDetail/1955099) .

**GWMS Abstract Formatting Example with**

**Title of Abstract in 14-Point Bold Times New Roman Font**

*Authors Names in 11-Point Font, Italicized, Not Bold with (Affiliations in Parentheses) such as: Greg Heffley (ABC Hauling) and Rowley Jefferson (ACME Corp.)*

Abstracts shall be no more than 2 pages long. All text for the abstract body shall be 12-pt Times New Roman font with single spacing. If using American Letter size paper (i.e., 8½” x 11”), page setup shall be set with 1” margins. For A4 paper, use 3.5 cm for margins.

The title of the abstract shall be centered at the top of the page and be in bold 14-point Times New Roman font. If the title requires more than one line, wrap the title aesthetically.

Leave one blank line before and after tables and figures. Leave one blank line between paragraphs and other headings and text. Use right and left justification of all margins and do not indent paragraphs.

**Writing should NOT be in first person.** Rather, please use third person and the correct verb tense (e.g. present, future, past). The abstract should include a justification for the work, key data/findings and conclusions.

**Please do NOT indicate in the abstract that particular information will be discussed during the presentation.** The abstract should stand on its own merit and not point to the presentation that will be made at the symposium.

**Equations:** Equations shall be in the same font as the text (except symbols) and numbered consecutively. The equation shall be indented, with the equation number in parentheses and positioned flush right. Eq. 1 is an example:

Y = ax + b (1)

**Figures and Tables:** Figures and tables shall be placed directly into the text at the appropriate place where mentioned. Arrange the paper layout so that the text, figures, and tables are balanced.

Figures shall be prepared with adequate line weight and font size to ensure readability. Line styles and symbols shall be selected so that trends are readily apparent and data can be understood and distinguished by the reader. Figure captions are to be centered and placed beneath the figure, as shown in Figure 1.

800

 Recirculation

Leachate Collected Leachate Recirculated

Precipitation

700

Leachate Collected or Recirculated (L/m 2)

1000

600

800

500

400

600

300 400

200

100

200

Annual Precipitation (mm)

0 0

1990 1992 1994 1996 1998 2000 2002

Year of Operation

Figure 1. Example of figure.

**Tables:** Tables shall be embedded within the text using the same font style used in the text. Number the tables in sequence as they are introduced. Table captions are to be placed above the table. An example of the format is shown in Table 1.

Table 1. Example format for tables.

|  |  |  |  |
| --- | --- | --- | --- |
| **Title of Entry** | **Value of Beans ($)** | **Bean Width (mm)** | **Mass of Each (g)** |
| Green Beans | 0.00013 | 5.43 | 0.34 |
| Red Beans | 0.00021 | 7.55 | 0.54 |

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