Preparation of a Formatted Conference Paper

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*Abstract*—Basic guidelines for the preparation of a full paper of the 1st International Scientific Conference of Primary Care are presented. This electronic document is a “live” template. The various components of your paper [title, text, headings, etc.] are already defined, as illustrated by the portions given in this document. The paper is limited to 5 pages and may contain equations, figures, tables, and references. It must concisely state what was done, how it was done, principal results, and their significance.

*Index Terms*--The author shall provide up to 5 keywords (in alphabetical order) to help identify the major topics of the paper. It is advised that authors use the MeSH thesaurus for identifying appropriate keywords.

# Introduction *(Heading 1)*

In the introduction, we present the field of research. We start with the general and go to more specific. At the end of the Introduction, we state the aim/purpose of the research.

This template provides authors with most of the formatting specifications needed for preparing electronic versions of BN Conference papers. All standard paper components have been specified for three reasons: (1) ease of use when formatting individual papers, (2) automatic compliance to electronic requirements that facilitate the concurrent or later production of electronic products, and (3) conformity of style throughout a conference’s proceedings. Margins, column widths, line spacing, and type styles are built-in; examples of the type styles are provided throughout this document and are identified in italic type, within parentheses, following the example. Some components, such as multi-leveled equations, graphics, and tables are not prescribed, although the various table text styles are provided. The formatter will need to create these components, incorporating the applicable criteria that follow.

# Material and Methods

This chapter should include the following information:

1. What was the research plan used?
2. Where did the research take place?
3. Who participated?
4. Which instruments/tools were used?
5. What was the reliability of the instruments/tools used?
6. Where, how and when was the data captured?
7. What methods have been processed and analyzed?

##  Template (Heading 2)

This template has been tailored for output on A4-sized paper.

## Maintaining the Integrity of the Specifications

The template is used to format your paper and style the text. All margins, column widths, line spaces, and text fonts are prescribed; please do not alter them. You may note peculiarities. For example, the heading margin in this template measures proportionately more than is customary. This measurement and others are deliberate, using specifications that anticipate your paper as one part of the entire proceedings, and not as an independent document. Please do not revise any of the current designations.

# Results

Identify applicable sponsor/s here. *(sponsors)*

We present the results, starting with the sample description. We present results only once (we do not present the same results in text and in tables/graphs at the same time). In this chapter, we do not discuss the results.

Conference papers are limited to a maximum of five pages. Please use automatic hyphenation and check your spelling. Additionally, be sure your sentences are complete and that there is continuity within your paragraphs. Check the numbering of your graphics (figures and tables) and make sure that all appropriate references are included.

Please take note of the following items when proofreading spelling and grammar:

# Discussion

In this chapter, we explain the results in the light of other research available. We state what we have discovered and what others have found.

We start the discussion by presenting the essential findings of our research and compare them with the data of the existing surveys that we have described in the introduction. We compare and discuss our finding according to other research. We state the importance of our findings for future research and clinical implications. We discuss about possible limitations of our work.

This document should be used as a template for preparing your Conference paper. You may type over sections of the document, cut and paste into it, and/or use markup styles.

Duplicate the template file by using the Save As command, and use the naming convention prescribed by your conference for the name of your paper.

## Figures and Tables

### Positioning Figures and Tables: Large figures and tables may span across both columns. Figure captions should be below the figures; table headings should appear above the tables. Insert figures and tables after they are cited in the text as close to the citation as possible. Use the abbreviation “Fig. 1”, even at the beginning of a sentence.

1. Table Type Styles

a. Example of a Table footnote. *(Table footnote)*

Figures and tables should be numbered consecutively. Use Arabic numerals for figures and Roman numerals for tables.

1. Example of a figure caption. *(figure caption)*

We suggest that you use a text box to insert a graphic (which is ideally a 300 dpi TIFF or EPS file, with all fonts embedded) because, in an MSW document, this method is somewhat more stable than directly inserting a picture.

To have non-visible rules on your frame, use the MSWord “Format” pull-down menu, select Text Box > Colors and Lines to choose No Fill and No Line.

##### Acknowledgment *(Heading 5)*

The authors gratefully acknowledge the contributions of T. Edison, G. Westinghouse, N. Tesla, A. Volta and A. Ampere to the electric power industry.

##### References

References are important to the reader; therefore, each citation must be complete and correct. There is no editorial check on references; therefore, an incomplete or wrong reference will be published unless caught by a reviewer and will detract from the authority and value of the paper. References should be readily available publications.

Cite references in Taylor & Francis Standard Reference Style (NLM). They should be listed in numerical order, and in the same order in which they are first cited in text. Identify references by bracketed numbers [1]. When citing multiple references, use commas (without spaces) to separate them and an unspaced en dash to join inclusive first and last numbers, e.g. [2,3,4,7,10] would be abbreviated to [2–4,7,10].

Some examples:

See, for example, [1,3-7,14].

Jones [10,p.23-27] states that …

Jones and Smith [12] have argued that …

If you want to name more than two authors in the text, use:

Jones et al. [3] have argued that …

Reference list

The reference list appears at the end of the paper in numerical order based on first appearance in the text with square brackets around the numbers. The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should not be mentioned in the text.

Example of a reference list:

*Journal article*

Up to three authors:

[1] Veronesi U, Maisonneuve P, Decensi A. Tamoxifen: an enduring star. J Natl Cancer Inst. 2007;99(4):258–260.

More than three authors:

[2] Meneton P, Jeunemaitre X, de Wardener HE, et al. Links between dietary salt intake, renal salt handling, blood pressure, and cardiovascular diseases. Physiol Rev. 2005;85:679–715.

*Book*

Up to three authors:

[3] Hamric AB, Spross JA, Hanson CM. Advanced practice nursing: an integrative approach. 3rd ed. St. Louis (MO): Elsevier Saunders; 2005.

More than three authors:

[4] Wenger NK, Sivarajan Froelicher E, Smith LK, et al. Cardiac rehabilitation. Rockville (MD): Agency for Health Care Policy and Research (US); 1995.

*Book chapter*

In authored book:

[5] Riffenburgh RH. Statistics in medicine. 2nd ed. Amsterdam (Netherlands): Elsevier Academic Press; 2006. Chapter 24, Regression and correlation methods; p. 447–486.

In edited book:

[6] Sumner P, Mollon JD. Did primate trichromacy evolve for frugivory or folivory? In: Mollon JD, Pokorny J, Knoblauch K, editors. Normal and defective colour vision. New York (NY): Oxford University Press; 2003. p. 21–30.

*Online documents*

Website:

[7] StatePublicHealth.org [Internet]. Washington (DC): ASTHO; [cited 2007 Feb 23]. Available from: <http://statepublichealth.org/>

Web page:

[8] AMA: helping doctors help patients [Internet]. Chicago (IL): American Medical Association; c1995–2007. AMA launches exclusive partnership for medical professionals; 2007 Mar 26 [cited 2007 Mar 28]; [about 2 screens]. Available from: <http://www.ama-assn.org/ama/pub/category/17469.html>

Article online:

[9] Grady D. Jump in doctor visits and deaths in flu season. New York Times [Internet]. 2008 Apr 18 [cited 2008 Dec 19];Research:[about 4 screens]. Available from: http://www.nytimes.com/2008/04/18/health/research/18flu.html?scp=7&sq=f lu%20season&st=cse

*Conference*

Proceedings:

[10] Satoh K, Suzuki S, Matsunaga M, editors. Advances in brain research: cerebrovascular disorders and neurodegeneration. Proceedings of the 6th Hirosaki International Forum of Medical Science; 2002 Oct 15–16; Hirosaki, Japan. Amsterdam (Netherlands): Elsevier; 2003. (Excerpta Medica international congress series; 1251).

Paper in proceedings:

[11] Rice AS, Farquhar-Smith WP, Bridges D, et al. Canabinoids and pain. In: Dostorovsky JO, Carr DB, Koltzenburg M, editors. Proceedings of the 10th World Congress on Pain; 2002 Aug 17–22; San Diego, CA. Seattle (WA): IASP Press; 2003. p. 437–468.

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