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| Layout Instructions for Abstracts – XIVth ISL, Chambéry 2024 |
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| First A. Author1, Second B. Author2, Third C. Author2 |
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| 1 First affiliation, City, Country2 Second affiliation, City, Country |

SUMMARY: The following guidelines briefly illustrate the design of extended abstracts for the XIVth International Symposium on Landslides, July 8th-12th, 2024, Chambéry, France. Participants are encouraged to submit at most four DIN A4 pages according to these abstract guidelines.

**Keywords**: template, layout instruction, regulation, specification, references (max 5 keywords)

General Requirements for Extended Abstracts

In order to achieve a standard design of the accepted abstracts for the workshop, the Scientific Committee requests that the authors follow the instructions below. This sample document is set as a template for Microsoft Word or another RTF-capable software. All the files must be converted to Portable Document Format (PDF) before submission via <https://www.isl2024.com/>.

The extended abstract must cover no more than 4 pages including references. Organize the text by using unnumbered headings and sub-headings. Title and headings should be brief and without acronyms (e.g. RC, FRP). A short ‘Introduction’ and a ‘Conclusion’ section are required. Figures and tables should be referred to in the text. A brief summary (up to 200 words) should also be included and should be understandable without reference to the rest of the abstract. Please use SI (ISO) units only e.g. m, mm (correct), cm (wrong). References should be marked in the text by authors’ surnames and listed at the end of the abstract in the order in which they appear in the text. All references must be complete and accurate as shown at the end of this sample abstract.

The document must be written in English. The style, grammar and phrasing should be edited by a person with a good command of English and a good understanding of the terminology. Please review and edit the English in your abstract prior to submission. Abstracts with poor structure and many grammatical mistakes may not be further evaluated.

Page Layout

1. Page format: DIN A4, no page numbering
2. Margins for all pages should be 30 mm at top, 20 mm below, 25 mm left and right
3. One column per page
4. Title, names of the author(s) and affiliation(s) must be set centered, the rest of the text should be justified
5. The layout of the first page:
	* Full name of the authors (first name last name) with footnotes (address)
	* A new paragraph with one line space below the title, below the author(s) and below the affiliation(s)
6. Chapter headings:
	* A new paragraph with one line space before and one line space after the heading
7. Keywords should be placed at the end of the initial summary
8. References should be placed at the end of the abstract

Typing Styles

Title: 14 pt, TimesNewRoman, bold, capitalize each word

Authors: 12 pt, TimesNewRoman, normal

Address of authors (as footnote text): 10 pt TimesNewRoman, normal

Keywords: 12 pt, TimesNewRoman, normal

Headings: 12 pt, TimesNewRoman, bold

Text/body: 12 pt, TimesNewRoman, normal

Figure and table captions: `Figure. x` or `Table. x`, 10 pt, TimesNewRoman, normal

References: 10 pt, normal

Single line spacing should be used in the document.

Format of References

References must be listed at the end of the abstract. Do not begin them on a new page unless this is absolutely necessary. Authors should ensure that every reference in the text appears in the list of references and vice versa. Please use Harvard HWU style (author, date) to indicate the reference in the text. The author and year of the reference should be written in parentheses immediately after the work referred to, for example: (Hendron & Patton, 1985; Semenza, 2001, Dai et al., 2004). For EndNote user the style is described at the page:

<https://endnote.com/style_download/harvard-hwu/>

For Latex, use the link: <https://ctan.org/pkg/harvard>

Some examples of how your references should be listed are given at the end of this template in the ‘References’ section, which will allow you to assemble your reference list according to the correct format and font size.

Equations and Mathematics

Equations should be centred and should be numbered with the number on the right-hand side.

 Ts (l,t) = Tg (l,t) (1)

Use italics for variables (*u*). The order for brackets should be {[()]}, except where brackets have special significance. The meaning of each variable should be included in the text after the equation. The font for equation should be 11 pt, Times, normal/italics (for variables).

Figures and Tables

Line drawings should be clear, schematic rather than highly detailed and they should contain minimal text, numbers and symbols. Lettering must be of a size that will be clearly legible in the size the figure is to be displayed, and consistent with the other figures. The resolution of the images must be sufficient for high quality printing. The grouping of all notations in a table may be useful if the abstract contains many equations.

Furthermore, following details have to be considered:

* Figure captions must be typed in 10 pt, Times, and centred below the figure (see Fig. 1)
* Table captions must be typed in 10 pt, Times, and centred above the tables (see Tab. 1)
* All images and tables must be numbered consecutively
* Images and tables which cover the whole page width must not overlap the edges
* Images and tables can, however, also be surrounded by text on the right and on the left

Table 1. Example of table

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| --- | --- | --- | --- |
| **An example of a column heading** |  | **Column A *(t)*** | **Column A *(t)*** |
| Add an entry |  |  |  |
| Add another entry |  |  |  |
| Add another entry |  |  |  |



Figure 1. Microseismic monitoring of the site (Alp)

Name of the file

Please call your file "ISL2024-First\_Author\_Name"

References

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