

## INSTRUCTIONS TO AUTHORS FOR THE PREPARATION OF PAPERS:

**SPACE PROPULSION 2020**  
ESTORIL, PORTUGAL / 05 – 09 OCTOBER 2020

**Principal Author Name <sup>(1)</sup>, Co-Author Name <sup>(2)</sup>, Co-Author Name <sup>(3)</sup>...**

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**KEYWORDS:** e.g. propulsion components, green propulsion, new propellants...

**ABSTRACT:**

The Proceedings of the Space Propulsion 2020 Conference will be published by 3AF.

Authors must deliver their full papers by the **14<sup>th</sup> of September 2020** as electronic 'PDF' files to the dedicated web site; details are given in Sections 10 and 11.

Note that the paper must be fully cleared for presentation at an open conference, as it will be part of the conference proceedings. The speaker is fully responsible for ensuring that technical data disclosed while in attendance is cleared for release through their sponsor and/or employer.

Please read the following instructions for the preparation of your paper in accordance with 3AF's standards for conference proceedings. These instructions include proper formatting and submission instructions. Each submitted paper should resemble these instruction sheets in format and style. Start with a concise abstract (limited to 15 lines or 150 words) that summarizes the contents of the paper.

**1. GENERAL SPECIFICATIONS**

The paper must be prepared in this two-column format and **must not be longer than 12** printed pages including figures, tables and references, and the size of the electronic version must not exceed 10MB of memory.

**2. PAGE LAYOUT**

- Paper format: standard A4 (297x210 mm),
- two-column format (8 cm each column),
- margins: top 25 mm, left and right 20 mm, bottom 15 mm,
- fully justified,

**Font:**

Text: Arial  
Variable: Arial italic  
Symbol: True Type Symbol font

**Type Size:**

Paper Id.: **10pt bold (1<sup>st</sup> page up-right corner)**

Paper title: **12 pt bold (TITLE)**

Author(s): **10 pt bold (Author)**

Affiliation(s): *10 pt italic (Affiliation)*

Normal text: 10 pt (regular text)

Captions: *10 pt italic (Figure...)*

Text in tables: 9 pt

Symbols: 10 pt ( $\Omega \cong \phi$ )

Sub/superscript: 7 pt ( $x^y$ )

Page numbers: 10 pt (regular text)

**3. HEADERS AND FOOTERS**

Both the header and the footer should be left empty.

**4. TITLE AND AUTHOR AFFILIATION**

The paper title, author(s) name(s), affiliation, complete mailing address and email should be centred at the top of the first page using the fonts and type sizes indicated above. If there are several authors, the complete affiliation should be given for each of them using superscripts <sup>(1)</sup> in the authors <sup>(2)</sup> list to refer to them.

**5. HEADINGS**

This sheet has been typeset in accordance with the style to be followed for the headings. Use the decimal system in Arabic figures for the numbering of headings and subheadings. Major (or section) headings are to be in capitals and bold.

**5.1. Subheadings**

Subheadings or subsection headings are to be in lower case with initial capitals and bold font. They should be flush with the left-hand margin, on a separate line.

**6. EQUATIONS**

Equations are to be numbered consecutively throughout the paper. Each equation number must be unique. Equations should be centred, with the equation number in parentheses flush with the right-hand margin of the column. Leave a blank line before and after equations.

Always refer to equations by number, as Eq. 1 or Eqs. 3-6, not as 'above' or 'below'.

$$T_s = \frac{T_b}{1 + (\lambda T_b / \alpha) \ln \varepsilon} \quad \text{Eq.1}$$

## 7. FIGURES AND TABLES

Figures and tables can extend over two columns if required. Figure captions should be centred below the figures; table captions should be centred above the tables. Use full word 'Figure 1' or 'Table 1' in the caption. Use the abbreviation "Fig. 1" or "Tab. 1" in the text (even at the beginning of a sentence).



Figure 1. SP 2020

## 8. ABBREVIATIONS AND ACRONYMS

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Do not use abbreviations in the title unless they are unavoidable.

## 9. REFERENCES

Number citations consecutively in square brackets [1]. Refer simply to the reference number, as in [3]. Do not use 'Ref. [3]' or 'Reference [3]' except at the beginning of a sentence: 'Reference [3] was the first ...'. The title of the book or of the journal should be in italic script.

### 9.1. Sample References

1. Smith, J.M., Adams, B.A. & Wilson, A. (2002). The Future for Asteroid Exploration. *Planet. Space Sci.* **285**(11), 123-126.
2. Johnson, A.B. & Radice, X.T. (2002). Comets for Beginners, *Cambridge University Press*, Cambridge, UK, pp103-106.
3. Svalgaard, L. & LeSager, P. (2003). What Heliosesimology Teaches us About the Sun. In Proc. 4th. ISCS 'Solar Variability as an Input to the Earth's Environment' (Eds. H. Lacoste & H. Xerxes), ESA SP-535 (CD-ROM), ESA Publications Division, European Space Agency, Noordwijk, The Netherlands.

## 10. PDF PREPARATION

In order to allow reasonable quality printing, please avoid excessive compression when making your PDF file. Generally, image resolutions should be 600 dpi for monochrome, 300 dpi for greyscale and colour.

**VERY IMPORTANT: EMBED ALL FONTS** and ensure that the PDF's security setting is on 'NO SECURITY'.

## 11. SUBMITTING THE PAPER

Papers must be delivered by **14 September 2020** at the latest, to be included in proceedings.

### 11.1. Paper identification

Each SP2020 paper will be assigned a unique 3 digits number identifier: For example, '123'. Letter of acceptance includes your personal paper identifier. All correspondence with the conference organizers should include this identification number.

The filename must clearly identify the paper. Use the paper identifier number followed by underscore and the name of the main author (e.g. 123\_SMITH.pdf). Use only capital letters. DO NOT name your file "XXX.pdf".

### 11.2. Papers are to be delivered by priority to the following login page:

[Access your submitter account here](#)

Use personal identifier and password chosen when you created your online account.

### 11.3. Alternative delivery by email

Only in case of difficulties in uploading your text your completed paper should be sent by email to the following address:

[sp2020.prog@3af.fr](mailto:sp2020.prog@3af.fr)

Use the paper's identifier as the subject line and attach the paper

**NOTE:** Please do not upload **and** email the same electronic file. Multiple submissions cause confusion over which file is to be used for publication.

If you are submitting more than one paper, please submit each paper in a separate procedure or email message.

For further information:

- about preparing your paper, please contact:

[sp2020.prog@3af.fr](mailto:sp2020.prog@3af.fr)

- about the Conference, please visit:

[www.spacepropulsion2020.com](http://www.spacepropulsion2020.com)