



INVEST *IN* AFRICA SUMMIT & EXPO

INVESTIR *EN* AFRIQUE DU SOMMET ET EXPO

19th - 21st November 2012 | Canada

PAPER FORMATTING GUIDELINES FOR SUCCESSFUL AUTHORS

Guidelines for Sending Papers

Once you have received the official letter of abstract acceptance by e-mail, you need to reply accepting and attaching your final paper.

In order to include your final paper as part of the summit proceedings to be distributed at the event, you must submit the paper no later than 20th September 2012.

Papers will not be accepted if at least one of the presenting authors has not been registered for **INVEST IN AFRICA SUMMIT & EXPO 2012** by 20th August 2012.

Paper Formatting Guidelines

General

1. Number of words: maximum of 20,000
2. Papers must be submitted in a Word document format (.doc or .docx)
3. The maximum size of the entire Word document must not exceed **6MB**
4. Please avoid mentioning brand names. Please indicate if there is a conflict of interest.

Page Formatting

1. Paper size: A4 (210mm x 297mm)
2. Margins: 2.5cm
3. Use **INVEST IN AFRICA SUMMIT & EXPO 2012** logo in header of each page (as above)
4. Include page number at bottom right of each page (as below)

Paper Structure

1. The structure of your paper should follow this format:
 - a. Background
 - b. Aims
 - c. Methods
 - d. Results
 - e. Summary/Conclusions

Text Formatting

1. The paper must be written in UK English (eg. 'organisation' not 'organization')
2. Paper heading format
 - a. Title: 14-point size Arial font, bold, centred
 - b. Authors:
 - i. First & last name of each author
 - ii. Government or Company name
 - iii. Presenting author(s) should be underlined
 - c. Keywords
3. Subheadings: 11-point size Arial font, bold and centred
4. Body text formatting
 - a. Font type: Arial
 - b. Font size: 11pt size
 - c. Line space: single
 - d. Body text should be left aligned
5. All abbreviations and acronyms in the text should be spelt out in full when first mentioned, followed by the abbreviation or acronym in brackets

Submitting Your Paper

FULL PAPERS MUST BE SUBMITTED VIA

E-mail: summit@investworldwideinc.com