Instructions for Authors of Extended Abstracts

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1. Introduction

The layout of this text is an example of how your manuscript should look like. In addition, all the instructions are given explicitly below. We will also place this text as a Word for Windows and a Rich Text File document on the WWW site of ISARS, so that you can download it and use it as a template for you own contribution. This description is written for people who use a computer. If you use a typewriter, please follow the instructions as closely as possible.

The manuscript must not exceed 4 pages (6 pages for invited papers).

2. Margins

If you are using A4 paper, please leave a margin of 25 mm on all the sides (top, bottom, left, right). If you have to use other paper, leave a 25 mm margin on the top and on the left side while making the printed text 160 mm wide and 247 mm high.

3. Fonts

Please use a sans-serif typeface (Arial, Helvetica, etc.) with font size 10 pt (points), except title and authors (see below). If you are using a matrix printer or typewriter, please make sure that the printout is clear and deep black (not grey).

4. Title

The title is to be printed in 14 pt size, bold letters, centred. The authors' names are to be printed 12 pt size, bold, centred. The authors' affiliations are to be printed 10 pt, not bold, centred. Leave 1 empty line after the title and after the authors' names, and 3 empty lines after the affiliations. The affiliations should be connected to the authors using small superscript numbers, and at least the first author's affiliation should include postal and e-mail address.

5. Headings

Headings should be printed in the same size as the text, in boldface. Leave a 12 pt (1 line) space before a heading. Headings should be numbered.

5.1 Subheadings

Subheadings should be numbered decimally and be printed in italics, not bold.

6. Paragraphs

Text paragraphs should be printed with single line spacing and a justified right margin. Use hyphenation where appropriate. Leave a 6 pt (½ line) space after all paragraphs (text and headings).

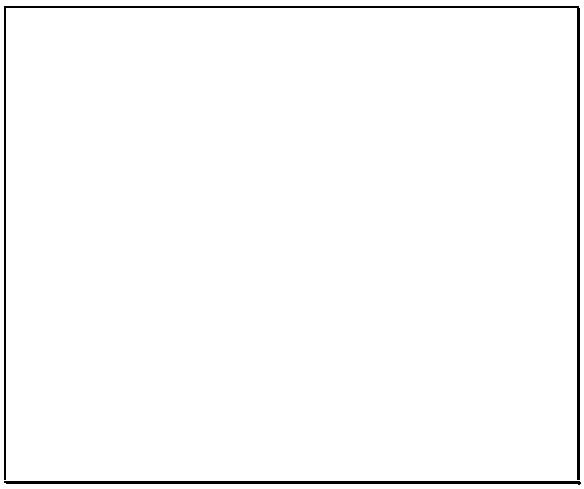

Figure 1: This could be a figure.

7. Figures and Tables

Number all the figures and tables and place them directly on the page. Use italics for the legends. The manuscript will be printed in full size and thus figures will not be further reduced. To save space, you may put two figures side-by-side, or continue with the text along a small figure (see Fig. 1).

8. References

References should be made by name and year. The list of references should be ordered alphabetically and its layout should follow the sample given below.

9. Submission

Please write the page number on the back of each page with a pencil. Please, submit camera-ready manuscripts so that they arrive until 1 June 1998. We prefer receiving the manuscripts as hardcopies because the figures often give rise to troubles in electronically submitted manuscripts. If you are nevertheless sending your manuscript by electronic mail, please send it before 15 May 1998 so that it can be processed in time, and – if problems occur – a hardcopy version can still be mailed.

The address for submission ist: ISARS '98, Institue of Meteorology and Physics, Türkenschanzstr. 18, A-1180 Wien, Austria.

10. Special Issue

Selected conference contributions will be published in a special issue of *Meteorology and Atmospheric Physics*. The maximum length of these papers and the closing date for contributions will be announced at the conference. However, you are invited to bring your manuscript already to the conference. Instructions for authors are available on-line at http://www.springer.co.at.

Acknowledgements

Acknowledgements should be inserted before the list of references.

References

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