

A Guideline for the Preparation of Abstracts

AkioTanaka¹, Takashi Suzuki^{2*}, ChisatoYamada¹, Mike Smith³
¹The University of Tokyo, Japan; ²JAXA, Japan; ³Oxford University, UK
abstract.presenting-author@ists.or.jp

Keyword : Keyword list (no more than 5)

You are invited to submit an abstract for the presentation at the 34th ISTS and 12nd NSAT. All abstracts should be formatted according to the following guideline. You may use the word file as a template. **One page abstract in English** must be submitted via ISTS webpage (<https://www.ists.ne.jp/>). Upload your abstract in the **PDF format** no later than **Oct.31, 2022**. **File size is limited to be less than 1MB**.

Times (New) Roman font in 10.5 pt. size and single line spacing should be used throughout the document. The paper size is A4, one-column format with 2.54 cm margins at the top and bottom, and 3.17 cm margins on the left and right.

The document should include following information in order: Paper Title, Authors, Affiliations, Keywords, Abstract main text, and References (if any). The paper title should be prepared in lower case, bold and centered. Authors' names should be listed with their first and last names in full. Put commas between each co-author and add "*" to the expected speaker in the symposium. Professional positions/titles such as Prof., Dr., Manager, etc., should be omitted. Affiliations (name of the organization, institute or department and country) should follow on the next line without any blank line. No description about the details such as full street address and else. Affiliations should be italicised. Please refer to the numbering style in this template for the correspondence of authors and their affiliations. Center the affiliations. Ten authors at the maximum; use 'et al' if more than ten. The expected speaker's email address may be included on the next line and should be italicised and underlined.

Leave a blank line before the main abstract text. Do not type in the word "abstract". Leave a single blank line between paragraphs. No indent in the first line.

Figures should be of good quality and high resolution and they should be embedded in the main text file. Figure captions must be below the figures and Table captions must be above the tables with the font and the size same as the main text. Equations should be numbered serially within parentheses as shown in Equation (1). References are sequentially numbered as they appear in the text. Reference numbers are indicated in the square brackets as [1].

Note that this abstract will be distributed to the symposium participants on line as well as used for the decision of paper acceptance and session allocations.

$$\frac{\partial C}{\partial t} = DV^2C \quad (1)$$

Table 1. Important dates.



Event	Date
Online Abstract Submission Open	Sep. 3, 2022
Deadline for Abstract	Oct. 31, 2022
Notification of Acceptance for All Authors	End of Dec. 2022
Deadline for Paper Upload for Student Session Only	Feb.1, 2023
Notification of Presentation Schedule for All Authors	Mar.1, 2023
Online Paper Submission & Registration Open	Mar.1, 2023
Deadline for Paper Upload	Apr.30, 2023

Fig. 1. B-Conplaza

References

[1] Author *et al.*, *Name of Journal*, **Volume** (Year) Pages.