

## AUTHOR'S GUIDE Proceedings 2021

This *Author's Guide* gives directions and parameters for preparing final manuscripts for the Eight World Conference on Metaphysics 2021.

As Author of a *Paper Submitted to and Accepted for the Conference*, you commit to furnish an original Paper for publishing in the Conference Proceedings.

The conference planning committee will assign each paper to a specific session.

There is a **25-minute** time limit for **round-table presentations** and a **15-minute** time limit for other communications.

The official languages for publication are: Spanish, English, Italian, French, German.

The official languages for oral presentations are: Spanish, English, Italian, French, German.

*Please Note:*

*All authors must be registered regularly.*

### Materials and Methods

Authors are encouraged to submit manuscripts via email to **romemetaphysics@idente.net**. Kindly write "**Final Text**" in the subject of the email message.

Check spelling and grammar carefully. Direct reproduction from your electronically submitted abstract text means that any errors in spelling, grammar or scientific data will be reproduced as submitted.

**Acceptable Format:** Microsoft Word \*.doc - any recent version.

**File Contents:** Word documents should be submitted as a single file. Authors should submit figures as separate files, in TIFF (.tif) or EPS (.eps) (**not** GIF [.gif] or JPEG [.jpg]) format.

**Format of pages:** A4

**Length:** The maximum limit for round-table papers is 7,000 words, including notes and bibliography. The normal length for presentations is about 3,500 words, including notes and bibliography.

**Fonts:** Use Times New Roman typeface and 1,15 line spacing throughout the paper. Only for tables and figures you may use a sans-serif font like Arial, Helvetica, or Universe.

**Title:** The title should be no longer than two lines. Avoid unusual abbreviations. Center the title (14 point bold), authors names, affiliations and addresses, and e-mail address of the corresponding author (12 point regular) spanning the entire page. Leave one blank line (12 point) after the title, the authors names, and affiliations. Leave two blank lines (12 point) between the email address and the beginning of the paper.

## INSTRUCTIONS FOR PREPARING PAPERS FOR METAPHYSICS PROCEEDINGS 2021

A.B. Firstauthor<sup>1</sup>, C. Coauthor<sup>2\*</sup> and D.E. Othercoauthor<sup>3</sup>

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\* Corresponding Author E-Mail Address

### **Body Text**

Use Times New Roman typeface (12 point regular) throughout. Only if you want to highlight special parts of the text, use Italics. Start a new paragraph by indenting it from the left margin by 5 mm (and not by inserting a blank line). Font sizes and styles to be used in the paper are summarised in Table 1.

Table 1: Font Sizes and Styles

Item	Font Size	Font Style
Title	14	<b>Bold</b>
Authors Names, Affiliations, street addresses, and e-mail addresses	12	Regular
Abstract	12	Regular
Section Headings	12	<b>Bold</b>
Body Text	12	Regular
Footnotes	10	Regular

### **Organization**

The manuscript should start with the INTRODUCTION that provides the scope and context of the paper, then several internal SECTIONS, and finish with CONCLUSIONS. Use appropriate primary, secondary, and tertiary headings to identify principal sections of the paper, as needed. Place the ACKNOWLEDGMENTS (if any) before REFERENCES.

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## **OTHER REQUIREMENTS**

### **Approvals**

The authors are responsible for obtaining all necessary approvals prior to submission of the paper. After receipt of the final manuscript, it will not be possible to withdraw or revise the paper.

### **Transfer of Copyright**

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## **DEADLINES**

Final papers should be submitted by **January 30th, 2022**.

Manuscripts will not be published if the consent form is not signed and sent back to the Conference Secretariat by **January 30th, 2022**.