

Title (single line)

Sub-title (up to two lines)

First AUTHOR¹; Second AUTHOR²; Last AUTHORⁿ

¹ Postal address, ZIP Code, Country
International Phone number, Email address (correspondent author)

² Postal address, ZIP Code, Country
International Phone number, Email address (correspondent author)

ⁿ Postal address, ZIP Code, Country
International Phone number, Email address (correspondent author)

Keywords: keyword 1, keyword 2, keyword 3, keyword 4, keyword 5

Introduction

This document is a template with the rules that must be considered for submitting papers to the I European Regional Congress of AISV-IAVS. The papers will be peer-reviewed by the Scientific Committee of the Conference. The authors must follow these rules to ensure the quality of the e-book. Each papers should not exceed 12 pages, including title, authors and their affiliations, and references. Page size must be A5 with the following margins: 2 cm on top, bottom, left and right. Title must be in Arial bold, 14pt. Authors must be listed with their names in Arial bold, 10pt, and remaining information in Arial, 8pt. The correspondent author must be clearly identified. Figures, maps, and tables should be kept to a minimum and identified in the document with proper caption and must be referenced in the body of the text. The maximum number of keywords is 5, written in Arial, 9pt. All text in the document must be left aligned.

It is essential to ensure a clear explanation of the research question, main ideas, framework, methodologies and results.

The organizers will refuse papers if they do not comply with this template.

All submissions must be made in Microsoft Word 2007.

Language

AISV-IAVS Congress is a four-lingual conference. Extended abstracts may be submitted in English, French, Portuguese, and Spanish. However, full papers must comply with journal requirements regarding language.

Page format

Documents should be submitted in Portrait A5 format. Please remember that the predefined page setup measures are: 2cm on top, bottom, left and right. These parameters apply to all sections.

Title, subtitle, author's names and keywords

Styles should be as follows:

- Title: left aligned, one single line using Arial, bold, font size 14pt, spacing 18pt before and 6pt after. Use capital letters only for the first word. Please use a short title leaving longer descriptions to the subtitle;
- Subtitle: Up to 2 lines, left aligned, using Arial, font size 12pt, spacing 6pt after. Use capital letters only for the first word;
- Authors' information: Use only two names and one initial (if needed) per author. Last names are capitalized. First names begin with a capital letter followed by non-capitals. The initials (if needed) are in capital letters followed by a dot (.). For authors' names use Arial, font size 10pt, bold, single spacing. For affiliation use Arial, font size 8pt, spacing 6pt in the last line;
- Keywords: Minimum 3, maximum 5. Paragraph is left justified and begins with the expression "Keywords:" in Arial, font size 9pt, bold, spacing 12pt before and 6pt after, followed by the main topics chosen for a proper theme identification. This list must be no longer than two lines using Arial, font size 9pt.

Structure

The paper always begins with an introductory section named "Introduction", ending with a section of "Acknowledgments" when applicable followed by the section "References".

The extended abstract can be structured with sections and subsections. Sections and subsections follow different title types highlighting their hierarchy and relative importance.

Please notice that they are not numbered.

The use of subsections is discouraged.

Paragraphs

Normal text should be in Arial, font size 9pt. Lines in the same paragraph are single spaced and fully justified, except when using bullets or numbering and for references and authors' information (see specific rules below). Every paragraph must have 6pt spacing after.

Bullets and Numbering

Text is single spaced and fully justified, except for the last item, which must have 6pt spacing after. Tab position should be 1cm.

Sections

The title of a section should be in Arial, font size 9, bold, spacing 16pt before and 6pt after, with only the initial letters capitalized. Words like "the", and "a" are not capitalized.

Subsections

The use of subsections is discouraged. The title of subsections should be in Arial, font size 8, bold, with only the initial letters capitalized. Words like "the", and "a" are not capitalized.

References and citations

Place references and citations at the end of the document, using simple standard rules. References are a numbered list of items, ordered by the sequence of their citation in the text and referenced in the article by its number in brackets, for example [2], using Arial, font size 8, single spacing. Note that this template provides examples for referencing books [1], papers on peer-reviewed journals [2], papers published in conference proceedings [3], articles published in specialized magazines [4] and books chapters [5].

Use styles as follows: (i) bold for authors' names, indicating up to 3 authors, more than 3 authors must be referenced with the first author name followed

by “et al.”; normal text for (ii) year of publication within brackets, (iii) document title and subtitle, and (iv) for the remaining data.

Do not forget to identify edition, editors, date, pages and year.

Restrict the list to a minimum of materials closely related with the article subject. Please try to focus on specialized instead of general documents avoiding long lists of references. Those materials should be easily available to the public through books, reports, journals, or conference proceedings.

Figures, Maps, and Tables

Figures, maps, and tables must be positioned “in line with text” and they must be located at the appropriate point in your text. Three types of graphic elements are considered and should be numbered independently: Figures, Maps, and Tables. Some examples can be found below.

Figures, maps, and tables may occupy the width of the text area, depending on their size, and they should be centered horizontally relative to the text. The text to identify the Figure, Map, or Table should be in Arial, font size 7pt, spacing 6pt before and 12 pt after. Color figures are not accepted. The authors should ensure that they have sufficient quality: 200 dpi for photographic images and 300 dpi for line drawings and maps, as well as the inherent author’s copyright (letter of authorization in attach). All figures, maps and tables are exclusively of the author’s responsibility.

Year	City	Country	Participants
2004	Barcelona	Spain	450
2005	Concepción	Chile	350
2006	Bilbao	Spain	410
2007	Gualadajara	Mexico	500
2009	Barcelona	Spain	590
2010	Mexicali	Mexico	520
2011	Lisbon	Portugal	n.a.

Table 1: Captions and references should be in Arial font size 7 centered



Figure 1: Captions and references should be in Arial font size 7 centered



Map 1: Captions and references should be in Arial font size 7 centered

Headers and footers

Headers must include “First author’s last name” (use “et al.” if more than one author), left justified, and a short title with up to 7 words, right justified.

Authors must not edit footers as they are reserved areas for copyright notice and page numbering.

Acknowledgments

Acknowledgement should be made of any funding bodies who have supported the work reported in the paper, of those who have given permission for their work to be reproduced, or of individuals whose particular assistance is due recognition.

References (examples)

- [1] **Brandt, Per Aage.** 2004. *Spaces, Domains, and Meaning. Essays in Cognitive Semiotics*, n°4, European Semiotics, Bern: Peter Lang.
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- [3] **Greimas, Algirdas et Courtés, Joseph** (éd.). 1986 (1979), *Sémiotique, dictionnaire raisonné de la théorie du langage*, N°1 et 2, Paris : Hachette.
- [4] **Marcos Isabel.** 1996. *Le Sens Urbain : La Morphogenèse et la Sémiogenèse de Lisbonne - Une analyse catastrophiste urbaine*. Thèse de Doctorat Ph.D, Université Aarhus.
- [5] **Nouvel, Jean; Duthilleul, Jean-Marie et Cantal-Dupart, Michel.** 2009. *Naissances et Renaissances de mille et un bonheurs parisiens*, Paris : Les éditions du mont-boron.
- [6] **Thom, René.** 1981. « Morphologie du sémiotique », In *Recherches Sémiotiques/ Semiotic Inquiry*, Toronto, vol. 1, n° 4, pp. 301-309.
- [7] **Thom, René.** 1990. *Apologie du logos*. Paris: Hachette.