

## **Title in 14-Point Type, Centered, Initial Capitals, Maximum Ten Significant Words**

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This example abstract illustrates how an abstract submitted for the *Seventh International Conference on Remediation of Chlorinated and Recalcitrant Compounds* should look. It follows the format settings and structure specified in the following paragraphs. Abstracts are to be prepared using Microsoft® Word, or other standard PC-based word-processing software. Abstracts must be in English and cannot exceed one page.

Set the font at 12-point Times New Roman and the margins at 1 inch (2.5 cm) left, right, top, and bottom. Center the title (maximum 10 significant words), at the top of the page. For the title only, change to 14-point type, bolded; capitalize the first letter of each significant word in the title. Reset font size to 12 and leave a blank line before beginning the author list, which also is to be centered. If several authors are from one organization, save space and make the list easier to read by grouping authors so that their employers and locations need be typed only once. After each author or group of authors, use parentheses to enclose their employers (first level only, omit division, department, etc.), city, state/province (if applicable), and country. ***Bold and italicize*** the name of the person who is expected to give the presentation; this is the corresponding/presenting author, to whom all communications from the Conference program office will be addressed. If you wish to include the e-mail address for the presenting author and/or other author(s) to whom Conference attendees may direct questions after the Conference, place the e-mail address in parentheses following the name.

Leave a blank line after the author list and then begin the text, typing it single-spaced and justifying only the left margin. Leave one blank line between paragraphs; do not indent paragraphs. Because several hundred abstracts will be received for review, each abstract must clearly and concisely outline the material being proposed for presentation. Include in your abstract only the information the Program Committee will need to quickly comprehend the scope of the work, determine its relevance, and assign it to an appropriate session chair for further review. Specify the contaminant(s) addressed and the scale of the project (laboratory, pilot, or field). Identify the scientific principles, technology, or combination of technologies being studied and discuss the results to date. Case studies are encouraged. ***Preference will be given to those abstracts that provide a concise and thorough summary of the project objectives and results. Abstracts with a strong commercial slant will not be accepted.***

Submit the completed abstract by July 31, 2009, via the “Abstract Submittal Form” found at the Conference web site ([www.battelle.org/chlorcon](http://www.battelle.org/chlorcon)).