

**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 *Sixth International Conference on Remediation of Chlorinated and Recalcitrant Compounds* should look. It follows the format settings and structure specified in the following paragraphs, and your abstract should look like this.

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 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 Symposium attendees may direct questions after the Symposium, 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.

The text of the abstract should specify the contaminant(s) addressed and the scale of the project (laboratory, pilot, or field). Identify the technology or combination of technologies being studied and the anticipated beginning and ending dates of the work. The abstract should provide a concise and thorough summary of project procedures, objectives, and results to date. For a project that will continue after submission of the abstract, indicate briefly what types of information are expected to be available by the time of the Conference. Case studies with novel approaches are encouraged. ***Abstracts with a strong promotional slant will not be accepted.***

Submit the completed abstract via the “Abstract Submittal Form” found at the Conference web site (www.battelle.org/chlorcon).