Paper Title

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**INSTRUCTIONS:**

Please use this template in word file. **Do not submit in PDF.**

Complete the below table with the corresponding author details.

This page is your cover page. The abstract should commence on page two.

If you are submitting a refereed paper, the abstract and paper should commence on page two.

As the abstract and/or full paper will undergo a blind refereeing process, do not include any author details after page one.

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Paper Title

# Abstract

Write abstract here. Maximum 150 words.

Keywords: up to 6 keywords should be included; please separate each key word with a comma

The body of the paper should be in “normal’ style – Times New Roman 11 and have no more than a 4 level heading structure, using the heading styles below.

# Heading 1 style – Times New Roman 12, Bold and ALL Caps

## Heading 2 style – Times New Roman 12, Bold

### Heading 3 style - Times New Roman 11, Bold

#### Heading 4 style - - Times New Roman 11, Bold (Normal Style but in Bold)

Tables, figures, charts and other non text inclusions should have a caption above the object and using the caption style. This will automatically be the selected style when using the insert captions command from the captions group on the reference ribbon in Word. Where appropriate a line should appear above and below the object.

Caption Heading

* Conference papers are normally from 3500-5000 words, excluding tables, graphs, figures and references
* Maximum number of pages is 15 inclusive of tables, diagrams, charts, references and appendices etc.

Additional Pages to have the footer for the conference and page numbers on the right-hand side, at the bottom of the page.

References to follow Harvard System and use the “reference list” style