**INSTRUCTIONS FOR THE PREPARATION OF ABSTRACTS**

All abstracts must be prepared according to the following instructions. Abstracts which do not comply with the guidelines listed below will be returned to the authors for correction before they can enter the reviewing process.

* The abstract must be written in English.
* The abstract should be brief and concise. Concerning style please refer to the example abstract.
* The maximum length of the abstract is one page. Longer abstracts will be rejected. Please use Arial as font and single line spacing for the entire abstract. Set margins in up / down, left / right, with 2.0 spacing.
* The title should be short and informative, with a maximum length of two lines. It should be written in bold letters, with a font size of 12 pt. Leave a blank line with font size 10 pt.
* The name(s) of the author(s) should be written in italic letters, with a font size of 11 pt.; please underline the name of the presenting author. Do not leave any blank line between the author(s) and the name(s) of the institution(s).
* Type the name(s) of the institution(s), incl. the address for correspondence, city and country, in normal letters with a font size of 10 pt. Leave a blank line with font size of 10 pt. between the address(es) and the next line.
* Insert the email address of the responsible author. Leave a blank line with font size of 10 pt. between the mail address and the main text.
* The body text should be written with a font size of 11 pt.
* The abstract should be as substantial and concise as possible: the aim of work, the applied methods, the main results and a conclusion should be presented. Do not use phrases like “… results will be presented…”.
* Abstracts will undergo a strict peer review process. Abstracts without definite results will not be accepted.
* Diagrams or tables have to be of good quality and large enough: the lettering should still be clearly legible after a reduction of 1:0.8. For drawing structural formulas Chem Draw® or comparable programs should be used.
* The internationally accepted system of units (SI-units) should be used. The chemical nomenclature must be in accordance with the systematic rules adopted by IUPAC. Trivial names should be avoided unless they have a definite advantage over the corresponding systematic names.
* Acknowledgements: list of institutions and/or persons with a font size of 9 pt, italics.
* The References have to be numbered in the order of their appearance in the text [1,2,3..] in normal letters; arrange the list of references in this order at the end of the abstract. Please, keep the number of references to a minimum. Include a maximum of three authors, followed by the journal abbreviation, the year in bold, volume (in italics) and full pagination. The font size for the references should be 9 pt.
* Please note that all the abstracts have to be submitted electronically together with the completed abstract submission form. Submission of hardcopy abstracts will not be accepted.

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Abstracts must be written in Arial, 11 pt, space 1.0, alignment justified. The text should clearly state objectives, methodology, results, and conclusion. Simple tables and graphs are allowed. Insert reference numbers in square brackets.[1,2, …] The presentation of a communication at the meeting is subject to the formal registration of at least one of the authors.

*Acknowledgements: Institution 1, Institution 2, Person 1. (Arial, 9 pt, italics, single line spacing)*

References in Arial, 9 pt, lower case, single space..

1. M. H. Sugar, A. Sweety, Journal abbreviation, **year**, *Volume*, full pagination;

2. D. Gluco et. al., Journal abbreviation, **year**, *Volume*, full pagination.

**One page maximum including references.**