INSTRUCTIONS to prepare A FULL PAPER FOR THE  
V International Conference on Particle-Based Methods - Particles 2017

First A. AuthoR¹, Second B. AuthoR² and Third C. author³

¹Affiliation

Postal Address

E-mail address and URL

²Affiliation

Postal Address

E-mail address and URL

³ Affiliation

Postal Address

E-mail address and URL

**Key words:** Granular Materials, DEM, FEM, Contact Problems.

**Abstract.** This document provides information and instructions for preparing a Full Paper to be included in the Proceedings of *PARTICLES 2017 Conference*.

1 INTRODUCTION

All participants whose Abstract has been accepted for presentation are kindly requested to submit the full paper via the web page of the Conference before May 26, 2017.

The submission of the full paper is not mandatory but highly recommended as the Conference Proceedings (full papers) will be submitted for indexation in the Conference Proceedings Citation Index – ISI Web of Knowledge (Thomson Reuters) and SCOPUS database.

The full paper should be written following the format of macros for submission. The file has to be translated into Portable Document Format (PDF) before submission via the Conference site. The organizers do not commit themselves to include in the Proceedings any full paper received later than the above-mentioned deadline.

The corresponding author should be the speaker, and is expected to register and pay his registration fee during the advance period (before May 26, 2017) for the full paper to be included in the technical program of the Conference.

2 GENERAL SPECIFICATIONS

The full paper must be written in English within a printing box of 16cm x 21cm, centered in the page. The full paper including figures, tables and references must have a minimum length of 6 pages and must not exceed 12 pages. Maximum file size is 4 MB.

3 TITLE, AUTHORS, AFFILIATION, KEY WORDS

The first page must contain the Title, Author(s), Affiliation(s), Key words and the Summary. The Introduction must begin immediately below, following the format of this template.

3.1 Title

The title should be written centered, in 14pt, boldface Roman, all capital letters. It should be single spaced if the title is more than one line long.

3.2 Author

The author's name should include first name, middle initial and surname. It should be written centered, in 12pt boldface Roman, 12pt below the title.

3.3 Affiliation

Author's affiliation should be written centered, in 11pt Roman, 12pt below the list of authors. A 12pt space should separate two different affiliations.

3.4 Key words

Please, write no more than six key words. They should be written left aligned, in 12pt Roman, and the line must begin with the words **Key words:** boldfaced. A 12pt space should separate the key words from the affiliations.

3.5 Summary (optional)

Use 12pt Italic Roman for the summary. The word **Summary** must be set in boldface, not italicized, at the beginning of the first line. The text should be justified and separated 12pt from the key words, as shown in the first page of these instructions.

4 HEADINGS

4.1 Main headings

The main headings should be written left aligned, in 12pt, boldface and all capital Roman letters. There should be a 12pt space before and 6pt after the main headings.

4.2 Secondary headings

Secondary headings should be written left aligned, 12 pt, boldface Roman, with an initial capital for first word only. There should be a 12pt space before and 6pt after the secondary headings.

5 EDITORIAL HEADING

The first page has to include the Editorial Heading, as shown in the first page of these instructions. Successive pages will include the name of the authors.

6 TEXT

The normal text should be written single-spaced, justified, using 12pt (Times New) Roman in one column. The first line of each paragraph must be indented 0.5cm. There is not inter-paragraph spacing.

7 PAGE NUMBERS

In order to organize the Full Paper, it is better to number the pages. Page numbers are not included in the printing box.

8 FIGURES

All figures should be numbered consecutively and captioned. The caption title should be written centered, in 10pt Roman, with upper and lower case letters.



**Figure 1**: Page layout

A 6pt space should separate the figure from the caption, and a 12pt space should separate the upper part of the figure and the bottom of the caption from the surrounding text.

Figures may be included in the text or added at the bottom of the Full Paper.

9 EQUATIONS

A displayed equation is numbered, using Arabic numbers in parentheses. It should be centered, leaving a 6pt space above and below to separate it from the surrounding text.

The following example is a single line equation:

|  |  |
| --- | --- |
| *Ax = b* | (1) |

The next example is a multi-line equation:

|  |  |
| --- | --- |
| *Ax = b* | (2) |

10 TABLES

All tables should be numbered consecutively and captioned, the caption should be 10pt Roman, upper and lower case letters.

**Table 1**: Example of the construction of one table

| C11 | C12 | C13 |
| --- | --- | --- |
| C21 | C22 | C23 |
| C31 | C32 | C33 |
| C41 | C42 | C43 |
| C51 | C52 | C53 |

A 6pt space should separate the table from the caption, and a 12pt space should separate the table from the surrounding text.

11 FORMAT OF REFERENCES

References should be quoted in the text by superscript numbers [1,2] and grouped together at the end of the Full Paper in numerical order as shown in these instructions.

12 CONCLUSIONS

* Full Papers in format for publication should be submitted electronically via the web page of the Conference, before May 26, 2017. The file must be converted to Portable Document Format (PDF) before submission. The maximum size of the file is 4 Mb.
* The speaker (corresponding author) is expected to pay his registration fee during the advance period (before May 26, 2017) for the presentation to be included in the final program of the Conference.

REFERENCES

1. Zienkiewicz, O.C. and Taylor, R.L. *The finite element method*. McGraw Hill, Vol. I., (1989), Vol. II, (1991).
2. Idelsohn, S.R. and Oñate, E. Finite element and finite volumes. Two good friends. *Int. J. Num. Meth. Engng* (1994) **37**:3323-3341.