

## **Title of abstract**

○Author A <sup>1</sup>, Author B <sup>2</sup> and Author C <sup>1</sup>

<sup>1</sup> Geo-Environmental Protection Center, <sup>2</sup> GEP University

### **1. Introduction**

This format provides information and instructions for the preparation of abstract in the Proceedings of Symposium on Soil and Groundwater Contamination and Remediation. The authors are recommended to prepare the abstract by overwriting in this format.

### **2. Limitation of page**

The paper must be written in English within 2-6 pages of A4 size. Figures, tables, and photographs can be illustrated in color, but the main text must be written in black. The abstract will be published on CD in PDF format. The authors should submit the abstract in a PDF file within 1.5MB by the due date.

### **3. Layout and font**

#### **3.1 Character type and font size**

The title should be written centered in the page, in 12pt Times New Roman, with an initial capital (upper case) for the first word only (sentence case). The titles of abstract and chapter are written in bold. The title across multiple lines is also allowed with the single spaced. The normal text should be written single-spaced, justified, using 10 pt Times New Roman in single column.

#### **3.2 Authors and affiliations**

No more than 6 authors should be listed adding a line after the abstract title. The author's name include surname, middle initial, and first name (given name). It should be written centered in the page, in 10pt Times New Roman, with an initial capital. The authors' affiliations should be listed on the next line of author's name. If the author belong to more than two affiliations, clarify by adding numbers of superscript. The circle (○) before the name indicates the presenter on the symposium. Author affiliation should be described briefly as university or company name only.

### **4. Text in manuscript**

#### **4.1 Text**

Margins of up, down, left and right are 20 mm. Number of lines per page is basically 50 rows. Characters per line are around 100.

Basic composition of the abstract is

1. Introduction
2. Materials and methods
3. Results and discussion
4. Conclusions
5. References

If necessary, subheadings such as 2.1 Preparation of adsorbents, 2.2 Preparation of solutions 2.3 Method of adsorption test can be inserted.

#### **4.2 Figure, table and photograph**

Figures, tables, and photograph should be placed on the appropriate position. The position of the decimal point in the table should be aligned. Note that the character in the figures and tables is not too small (recommend over 10 points). Check that figures, tables, and photograph are clear in PDF form before the submitting.

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Author A <sup>1</sup>, Author B <sup>2</sup> and Author C <sup>1</sup> (<sup>1</sup>GEPC, <sup>2</sup> GEP University)

Contact information: Daini Kojimachi Bldg., 4-2 Kojimachi, Chiyoda-ku Tokyo, 102-0083 Japan

#### 4.3 Description of contact

The title, author's names and affiliations should be shown on the lower part of the first page. On the next line, the contact information should be clarified.

#### 4.4 Unit system

The International System of Units (SI) should be basically used for the unit system.

- 1) A space (1 character) should be added between the number and the unit symbol. E.g., 36 mg/L
- 2) A space should not be added when used the double-byte character. E.g., 25°C
- 3) Liter (L) is not in SI units, but may be used.
- 4) The units of mg/kg or mg/L should be used, and the unit of ppm is not suitable.
- 5) Ton (t) can be used.
- 6) In addition to seconds, minutes, hours and days may be used as unit of time: the unit symbols are s, min, h and d, respectively.
- 7) Variable number is represented by an italic character. E.g.,  $L = D/P$

#### 4.5 Figures and tables

Comprehensible figures and tables should be inserted at close to the sentence that explains them.

Table 1 Title of table is placed on Table

Chemicals	Initial Concentration (mg/L)	Environmental quality standards for soil (mg/L)
Cr <sup>6+</sup>	11.1	< 0.05
Pb	0.72	< 0.01
As	0.36	< 0.01
X	0.80	< 0.01
Z	10.4	< 0.1
A	1.02	< 0.1

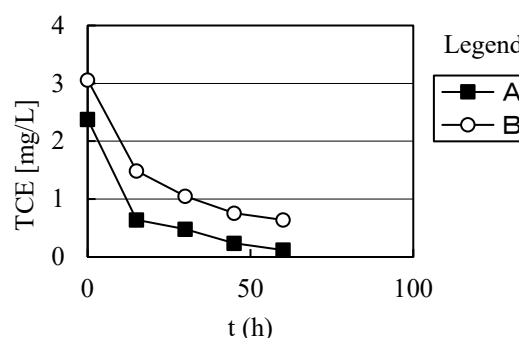


Figure 1 Title of figure put in bottom of figures  
(Photograph is also similar.)

#### 5. Acknowledgments and references

No chapter numbers are given in front of acknowledgments and references headings. The authors may describe acknowledgements such as grant nominal or project names. References are numbered and listed in the order in which they appear. The reference number is shown in right parenthesis in the upper right corner. E.g., <sup>1)</sup>

If two or more literatures are cited, notation as follows. E.g., <sup>1), 5)</sup>

All references are listed at the end of the abstract using 10pt Times New Roman.

\*Description example

- 1) Family name, Initial of first name (Published year): Paper title, Journal title, Volume number, Page number
- 2) Chikasui, H., Daichi, L. and Sola, O.(2010): Biochemical treatment for acidic water from abandoned mine, Journal of Chemical Engineering, Vol.1, pp.23~45.

**The latest instructions for preparation and submission of manuscript for this symposium are provided in Japanese. Be sure to check them. If the authors are unfamiliar with Japanese, please use Japanese translation software etc.**