**{Topic}: Paper {paper number}**

{Title} [Capitalize only first word: And after colon]

**{Name\_1 Surname\_1(a), Name\_2 Surname\_2(b), Name\_3 Surname\_3(c), … }**

(a) Organisation 1, Country 1, E-mail 1
(b) Organisation 2, Country 2, E-mail 2

(c) Organisation 3, Country 3, E-mail 3

Abstract

This document presents the Author’s Instructions for preparation of final papers for inclusion in the ICA 2016 Proceedings. The purpose of these instructions is to ensure uniformity in the layout and typography of the papers. These instructions are in the format that should be followed by authors in preparing their papers. Papers must be submitted in Portable Document Format (PDF). Inclusion of an abstract in the final paper is required. The first page should contain the title of the manuscript, the author**'**s names, affiliations and e-mails, the abstract and the keywords. Please note that everything included on the first page (title, authors, abstract, keywords), should be identical to that already sent during abstract submission. Abstracts will be printed in the Book of Abstracts and distributed to the participants, to help attendees plan their days at the Congress.

Keywords: at least 1 keyword is required (maximum of 5 keywords)

{Title} [Capitalize only first word: And after colon]

# Introduction

In what follows, the manuscript preparation instructions for ICA 2016 will be defined. It is important that the authors strictly follow these instructions, so that the final manuscript can be included in the ICA 2016 Proceedings. The format and style of this document reproduces the final manuscript format, and thus it can be used as a template when writing the final paper.

The official language of the conference will be English, and so we strongly recommend the use of a good spell-checker during manuscript preparation, in order to avoid unnecessary grammar and orthographical errors. All written text must fall within the margins defined in this document, while the header and the footer, they should not be modified. The maximum length of any manuscript is 10 pages. Only the final papers that strictly adhere to this format will be published.

# Submission and publication

All final papers must be submitted using the online application, following the relevant link in the “Call for Papers” menu at [www.ica2016.org.ar](http://www.ica2016.org.ar). The final version of the manuscript should be submitted using this application and not sent by email.

The final manuscript should be submitted in PDF (Portable Document Format) only. The maximum allowable file size will be 2 MB. Authors are advised to print the paper before submitting, to check if all figures and tables are clear and legible. Authors are responsible for the contents of their manuscript, and no additional formatting will be performed by the conference secretariat. The submitted file is the final version that will be included in the conference proceedings.

**The deadline for manuscript submission is May 31, 2016.** It is important that all authors cope with this deadline, so that the conference Proceedings can be produced in time.

Please note that it is mandatory that at least one author of each paper adequately registers for attending the conference. Otherwise, the manuscript will not be included in the conference proceedings.

# Format

## Manuscript length

The maximum length of any manuscript is 10 pages, written in A4 paper size, following this template.

The final manuscript should be submitted in PDF (Portable Document Format) only. The maximum allowable file size will be 2 MB. Authors are advised to print the paper before submitting, to check if all figures and tables are clear and legible. Authors are responsible for the contents of their manuscript, and no additional formatting will be performed by the conference secretariat. The submitted file is the final version that will be included in the conference proceedings.

## Heading levels

No more than three heading levels should be used (numbered, for example: 1, 1.1 1.1.1), with the heading font type and size following the styles defined in this document. To keep with an elegant appearance, no isolated heading should be left at the bottom of a manuscript page.

## Text format

### Page size

As referred above, the page size should be A4. You should check the options/properties in your Word processing software and PDF converter to ensure that the final PDF is also generated in this format. The margins should be as defined in this document. Body text should be written in “Arial”, with a font size of 11pt.

### First page

The first page should contain the title of the manuscript, the author**'**s names, affiliations and e-mails, the abstract and the keywords. Please note that everything included on the first page (title, authors, abstract, keywords), should be identical to that already sent during abstract submission. Abstracts will be printed in the Book of Abstracts and distributed to the participants, to help attendees plan their days at the Congress.

### Headers and Footers

The header and footer of this template should not be modified.

### Tables and figures

Tables and Figures should be centred in the page, should be numbered sequentially and should have a legend with a small description of its content. They are referred in the text as Figure 1 or Table 1.

*L*

Source: (Author, 2010)

Figure 1: Example of a figure within a manuscript (should be centred)

Table 1: Example of a table (should be centred)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Frequency [Hz]** | **125** | **250** | **500** | **1000** | **2000** | **4000** |
| αwalls | 0.07 | 0.10 | 0.15 | 0.25 | 0.35 | 0.40 |
| αceiling | 0.15 | 0.18 | 0.25 | 0.35 | 0.45 | 0.55 |
| αfloor | 0.05 | 0.07 | 0.10 | 0.12 | 0.16 | 0.20 |

### Equations

Equations must be numbered sequentially, using Arabic numbers between brackets. Mathematical expressions should be centred in the page, leaving a space of 6 pt above and below it. As an example, consider equation (1), defined as

|  |  |  |
| --- | --- | --- |
|  |  |  |

Conventional symbols and International System units should be used.

### Units

Use of the SI units of measurements is recommended. Other units (e.g. American) are allowed only next to the SI units and then must be given in parentheses, for instance, 404kPa (58.6psi) or 63.7m2 (685.7ft2).

## References

Along the text, references should be indicated using a number between square brackets. At the end of this template, you can find examples of bibliographic references, with [1] and [2] being journal papers, [3] and [4] being conference proceedings, and [5] and [6] being books. In [7], an example of a reference for a standard is also given. All references should be numbered sequentially, following their order of appearance in the text.

# Conclusions

The manuscript should include a “Conclusions”, “Final remarks” or an equivalent section, identifying the most relevant findings of the work.

#### Acknowledgments

An “Acknowledgments” section may be included after the Conclusions and before the references.

#### References

1. Author, A.; Author, B. Paper title. *Journal name*, volume (number), year, pages.
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4. Vechiatti, N; *et al*. Tests of sound absorption of seats of the Colon Theatre in Buenos Aires. *Proceedings of* S*econd Pan-American/Iberian Meeting on Acoustics,* Cancun, México, November 15-19, 2010. In CD-ROM.
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6. Beranek, L. *Concert Halls and Opera Houses: Music, Acoustics, and Architecture*. Springer, NY (USA), 2nd edition, 2004.
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