**FORMAT OF THE ABSTRACT AND FULLTEXT PAPER**

**ABSTRACT**

***Abstract Format***

All abstracts (both in Turkish and in English) need to include the topic and the problem, significance of the study, the objective and the methods used in the research. Moreover, keywords (5–10 keywords) need to be added at the end of the abstract. Abstracts need to be prepared in the appropriate format as in the template and it needs to be fit into one page. The abstracts should include minimum 200 words and maximum 300 words.

For abstract template please click here.

**FULLTEXT PAPER**

**1. Paper structure**

*Papers should be prepared in the following order:*

Introduction

Method

Results

Discussion and Conclusion

References

Acknowledgements (when appropriate)

References

Appendices (when appropriate)

Section headings: should be left justified, with the first letter capitalized and numbered consecutively, starting with the Introduction. Sub-section headings should be in capital and lower-case italic letters, numbered 1.1, 1.2, etc, and left justified, with second and subsequent lines indented.

**2. Formatting your document**

Papers should be prepared in single column format (192 mm × 262 mm). Do not number pages on the front, as page numbers will be added separately for the preprints and the Proceedings. Leave a line clear between paragraphs.

***i. Title Page***

The first page should include:

a) Conference Title

b) Title

c) Each author's name and affiliation, including present address

• Authors' names: Remember to include the correct superscript linking to the appropriate affiliation details.

• Affiliations: Remember to include the correct superscript linking to the appropriate author details.

d) Abstract (50–100 words)

Insert an abstract of 50–100 words, giving a brief account of the most relevant aspects of the paper.

e) Keywords (5–10)

Insert 5–10 keywords.

***ii. Tables***

All tables should be numbered with Arabic numerals. Headings should be placed above tables, left justified. Leave one line space between the heading and the table. Only horizontal lines should be used within a table, to distinguish the column headings from the body of the table, and immediately above and below the table. Tables must be embedded into the text and not supplied separately.

***iii. Illustrations***

All figures should be numbered with Arabic numerals (1, 2, …). All photographs, schemas, graphs and diagrams are to be referred to as figures.

Line drawings should be good quality scans or true electronic output. Low-quality scans are not acceptable. Figures must be embedded into the text and not supplied separately.

Lettering and symbols should be clearly defined either in the caption or in a legend provided as part of the figure. Figures should be placed at the top or bottom of a page wherever possible, as close as possible to the first reference to them in the paper.

The figure number and caption should be typed below the illustration in 9pt and left justified.

***iv. Equations***

Equations and formulae should be typed in Mathtype, and numbered consecutively with Arabic numerals in parentheses on the right hand side of the page (if referred to explicitly in the text). They should also be separated from the surrounding text by one space.

***v. References***

References should be listed at the end of the paper. Authors should ensure that every reference in the text appears in the list of references and vice versa. When the names are mentioned in the texts indicate reference citations as Beşoluk, Önder and Deveci (2010); Masal and Takunyacı (2012) and when the names are not part of the text use (Çalışkan and Yazıcı, 2013).

Only essential references, which are directly referred to in the text, should be included in the reference list. Please refer APA 6 (<http://www.apa.org/>).

***vi. Footnotes***

Footnotes should be avoided if possible. Necessary footnotes should be denoted in the text by consecutive superscript letters. The footnotes should be typed single spaced, and in smaller type size (8pt), at the foot of the page in which they are mentioned, and separated from the main text by a short line extending at the foot of the column.

***vii. General guidelines for the preparation of your text***

Avoid hyphenation at the end of a line. Symbols denoting vectors and matrices should be indicated in bold type. Scalar variable names should normally be expressed using italics. Weights and measures should be expressed in SI units. All non-standard abbreviations or symbols must be defined when first mentioned, or a glossary provided.

**3. In conclusion**

We wish you success with your publication. If you experience any difficulties during the preparation of your paper, please contact the ERPA Congress Secretary at erpacongress@gmail.com for further information.