**Template for the Extended Abstract**

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**Keywords**: Keyword 1, Keyword 2, Keyword 3

This is the template to prepare the **four page** abstract for the 19th Mini Symposium Chemical and Process Engineering and 10th Austrian Particle Forum. **Be sure to follow the guidelines given below**.

**Guidelines for abstract preparation**

The abstract may include a clear but brief description of the purpose, methods, results and main conclusions of your study. Read carefully the following 21 guidelines before you write the abstract.

(1) Use an A4 size format (297 *mm* x 210 *mm* in height and width). **Do not exceed four pages!** We will not be able to publish abstracts with multiple pages!

(2) The margins are Top: 20 *mm*, Bottom: 20 *mm*, Left: 15 *mm* and Right: 15 *mm*. Pages should not contain page numbers or footlines.

(3) In the Header, type “19th Mini Symposium Chemical and Process Engineering and 10th Austrian Particle Forum, Innsbruck, July 1 – 2, 2025” with 9 pt. Arial.

(4) Use 13 pt. Arial for the title that should be flush-centered.

(5) Put two single-line spaces (8pt Arial) between the title and the names of authors.

(6) The names should be written with 11 pt. Arial.

(7) Do not abbreviate the last name. First and middle names can be written with initials.

(8) Attach a superscript natural number (1, 2, 3, …) at the end of each author’s name to identify the affiliation. The same superscript must be used for the same affiliation.

(9) Use 9 pt. Times New Roman for the affiliations that should be flush-centered.

(10) Write a natural number and colon (e.g., 1:) before each affiliation.

(11) The affiliation should contain (i) the name of university, company, organization or institute and country and (ii) **only** the e-mail address of the correspondent author.

(12) Put one single-line space (8pt Times New Roman) between the affiliation and keywords.

(13) Write “**Keywords:**” with 9 pt. Bold Times New Roman.

(14) Write 4 to 6 keywords with 9 pt. Times New Roman. The line of Keywords should be flush-centered.

(15) Set one single-line space between the keywords and the body of abstract (10pt Times New Roman).

(16) The body should be written with 9 pt. Times New Roman, 3*mm* First line indent, single line spacing in a two column format. Greek symbols are also acceptable to denote several quantities. The gap between the two columns (Gutter) should be 75*mm*. Figures, equations, tables, photos, images or references can be included if necessary. You can also split the body into sections. But bear in mind that the print version of your abstract is in black and white which may make colored lines difficult to distinguish.

(17) In Equations, use 10 pt. Times New Roman and Symbol. Use 6 pt. fonts for subscripts and superscripts.

(18) Be sure not to use two-byte fonts which are typical to Japanese, Chinese and Korean language kits. Two-byte fonts are often unintentionally typed in spaces between words, figures, tables and symbols.

(19) The **list of references** should be sorted in chronological order.

* Journal article: [1] Fu, P., Wang, F., Ma, L., Yang, X., and Wang, H., “Fine particle sorting and classification in the cyclonic centrifugal field,” Separation and Purification Technology, vol. 158, pp. 357–366, 2016. doi:10.1016/j.seppur.2015.12.044
* Book: [1] Schroeder, A. and Willert, C. E., Particle image velocimetry: New developments and recent applications. Topics in applied physics v. 112. Berlin, New York: Springer, 2008.
* Other documents: See IEEE Style Guidelines.

(20) **Do not alter** the page number indicated as session.paper in 9pt. Arial. This will be altered during the editing of the Book of Abstracts and according to the Final Program of the Conference.

(21) To make sure that you fulfill format requirements in Microsoft Word, use the **Paste Special …** option in the **Edit** menu and choose **Unformatted Text**.

**Final preparation of the Abstract**

**Save your file in Microsoft Word format** (doc)and send it. **DO NOT** **send a PDF file** of your Extended Abstract for editing reasons.

**Submission**

**Send the abstract to the following e-mail address by May 2, 2025 at the latest**:

[symposium-vt@mci.edu](mailto:symposium-vt@mci.edu)

**Please consider a reasonable data volume.**

**Inquiry**

If you have any questions, send an email to [symposium-vt@mci.edu](mailto:symposium-vt@mci.edu)