Instructions for Preparing and Transferring Final Papers
to IATUL 2007

1. Introduction

The Proceedings will be available in CD-ROM format and published on the Web. They will contain all the papers, which have been received by the organizer no later than **April 25 2007**. Papers which appear in the Proceedings have undergone the review process of the Programme Committee of IATUL 2007.

2. Abstract

Abstract should be preceded by a concise summary of the material discussed in the article below. The acknowledgement for funding organizations etc. should be placed in a separate section at the end of the text. Keywords should be placed after the abstract.

3. Manuscript preparation

Papers and abstracts of posters should be supplied in MS-word-compatible format.
Papers must be typed in English.

Recommended paper length is 2000-3500 words.

PowerPoint presentations can be sent in native format.

The title of the paper should be typed in Capitalised Words (boldface 16pt) and centred on the page. The author's name in bold letters and centred on the page. Directly under the author's name and also centred is the author's affiliation institution and country, plus e-mail address. If authors belong to more than one institution, marks shall be used to establish the correspondence.

Manuscripts should be typed single spaced using 10 point characters. Only Times, Times Roman, Times New Roman and Symbol fonts are accepted for the text.

Pages should have 30 mm margins (top and bottom) and 40 mm (left and right).

Pages should be in one column and with text in single spacing.
Do not number the pages.

3.1 Figures and tables

Figures and tables should be inserted at the appropriate places in the text, centred, numbered consecutively throughout the text, and each should have a caption underneath. Care should be taken that the lettering is not too small. All figures and tables should be included in the electronic versions of the full paper.

4. Acknowledgements

The acknowledgement for funding organizations etc. should be placed in a separate section at the end of the text.

5. References

The list of references should be ordered alphabetically according to the first author surname. All references should be cited in the text, and using square brackets.

6. Electronic submission of the full paper

The paper submission process for IATUL 2007 should be done by email to annakarin.forsberg@lib.kth.se The electronic message should be sent in plain text format with the DOC document as an attachment, according to the following rules:
The subject should be: «FINAL PAPER: [title of the paper],
The body of the message must contain the title of the paper, the authors and their country of origin and affiliation.

7. IATUL´s copyright policy

IATUL claim the right to publish the paper (not the copyright). The policy of IATUL is to publish the conference papers and/or PowerPoint presentation in the IATUL Conference Proceedings and on the IATUL website. The author retains the right to publish in any other media.
An IATUL Copyright Agreement form should be filled in and sent to:

Anna-Karin Forsberg
Department of Media
Royal Institute of Technology
Osquars backe 25
SE 100 44 STOCKHOLM

Thank you for your cooperation in complying with these instructions.