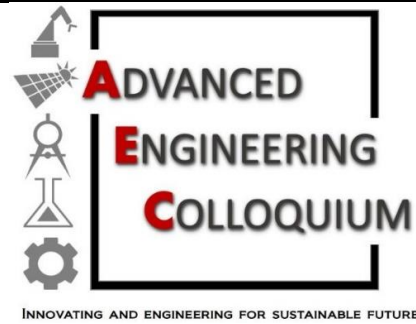

AEC Author Guideline

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Important Information

All authors who have been accepted must register for the colloquium and attend the event to present their paper. Authors who fail to register for the colloquium to present their papers will not have their paper published as proceedings.

The AEC Technical Committee reserves the right to exclude a submission from distribution after the conference, if the submission does not meet AEC standards for scope and/or quality.

Authors with high quality work submitted to AEC will be invited to submit an extended version of their work to ESCI journal **Smart Science (Taylor and Francis)**, **Water Conservation Science and Engineering (Springer)**, **International Journal of Environmental Science and Technology (Springer)**. These extended manuscript submissions will undergo normal reviewing procedures of respective journals. More information will be provided to the authors when they receive the formal invitation.

Eligibility

Open to all postgraduate students. The papers may be on any subject in the field of interest of AEC (within the scope of AEC).

Failure to follow author guidelines may result in rejection of the paper.

Format

Prospective authors are invited to submit a 2-page extended abstract following the template provided, consisting of a complete description of the proposed technical content and applicable research results. Each paper should indicate appropriateness on the scope of the colloquium, originality and quality of the technical content, whole organization and writing style.

The paper should, moreover, explain the significance of the presented work, provide a well-structured, clear and concise presentation of the subject matter including an introduction, the main body (results and discussion) and the conclusion with supporting tables and figures, with adequate references.

In case of minor revision request, papers are accepted only upon condition that the changes requested by the Reviewers are satisfactorily addressed by the authors in the final submitted manuscripts.

Appendices: Detailed mathematical proofs, development of equations, etc. which are subordinate to the main argument in the body of the paper, should be given in the appendices, with reference in the main text.

Presentation Instructions

Oral Presentations

The duration of each presentation is 20 minutes including 5 minutes of question and answer session.

An LCD projector and a computer with MS PowerPoint 2013 & Foxit Reader will be available in every session room for regular presentations.

PLEASE NOTE THAT YOU MUST BRING THE PRESENTATION ON A USB MEMORY STICK IN ORDER TO TRANSFER IT TO THE COMPUTER IN THE PRESENTATION ROOM. Files can be uploaded to the computers in the lecture rooms during the breaks between the sessions. To avoid software compatibility problems, speakers are advised to put .ppt, .pptx and .pdf versions of their presentation on the USB stick. It is also suggested to authors to email a copy of their presentation to their personal inbox as a backup. In case the files cannot be accessed from the USB, the authors can download their files to the computer from their email.

Be warned that movies embedded in the presentations are not guaranteed to be played. But if certain movies are necessary, authors are advised to make sure that the movies embedded to the power point files are well formatted and connected to the main files. In addition, avoid using fonts that are not present in the Windows operating systems.

Speakers should arrive to their allocated session room 10 minutes BEFORE the start of their session to report to the Chair. An assistant will also be available in case technical assistance is needed.

The LCD projectors are designed for 16:9 presentations so the authors are encouraged to prepare their presentations with that proportion.

Poster Presentations

The recommended poster format is portrait A0 (84.1 cm wide x 118.9 cm height). Double sided adhesive tape will be available in the poster area to put the posters on the panels.

Authors are advised to take care of putting up their poster before the start of the session and of removing it after the session end.

Each panel will be marked with the number of the poster as identified in the program. Please place the poster on the correct panel.

The authors are advised to stay by their poster paper during the allocated session to explain and discuss their work with visiting delegates.