Authors´ Instructions for the Preparation of Paper submissions to the   
eg-ice 2020 workshop

Author A, Author B  
University, Country  
[lead.author@institution.com](mailto:lead.author@institution.com) (Lead author email address)

**Abstract.** The abstract should summarize the contents of the paper and should contain at least 70 at most 150 words. It should be set in 10-point font size and should be inset 1.0 cm from the right and left margins. There should be two blank (10-point) lines before and after the abstract. This document is in the required format…..

# Introduction

This file can be used as a template for writing the extended abstract and the paper. Please submit a final *PDF file* of your paper using the online submission system at

<https://easychair.org/conferences/?conf=egice2020>

The maximum length of the paper should be not more than 10 pages including tables, figures and references.

# Extended Abstract

Authors are invited to submit an extended abstract of two pages (approximately 700 words) before *1st December 2019*. Format of the extended abstracts is the same as for papers except that the abstract block is omitted. The extended abstract shall provide a good overview of the intended paper and cover context, objectives, methodology and main conclusions or expected research findings.

# Paper Preparation

Please ensure that the margins of the page are set for: 2.5 cm at the top, bottom, right and left margins. The text should be justified to occupy the full line width, so that the right margin is not ragged, with words hyphenated as appropriate.

### Styles.

We advise you to use the styles defined in the template. If you are using other software, please use the following layout guide described below. Submitted abstracts and papers must follow the layout template.

### Fonts.

Use 10-point type for the name(s) of the author(s) and 10-point type for the address(es) and the abstract. For the main text, please use 12-point type and single-line spacing. The font style must be Times. Italic type may be used to emphasize words in running text. Bold type and underlining should be avoided.

### Headings.

Headings should be capitalized (i.e., nouns, verbs, and all other words except articles, prepositions, and conjunctions should be set with an initial capital) and should, with the exception of the title, be aligned to the left. Words joined by a hyphen are subject to a special rule. If the first word can stand alone, the second word should be capitalized. The font sizes are given in Table 1.

Table 1:Font sizes in Tables should be 10 point with the bold headings.

|  |  |  |
| --- | --- | --- |
| **Heading level** | **Example** | **Font size and style** |
| Title (centred) | Lecture Notes … | 14 point, bold |
| 1st-level heading | 1 Introduction | 12 point, bold |
| 2nd-level heading | 2.1 Printing Area | 12 point, bold |
| 3rd-level heading | **Headings.** Text follows … | 12 point, bold |
| 4th-level heading | *Remark.* Text follows … | 10 point, italic |

## Figures

Figures should be numbered and should have a caption which should always be positioned under the figures, in contrast to the caption belonging to a table, which should always appear above the table. Please center the captions between the margins and set them in 12-point type. The distance between text and figure should be about 8 mm, the distance between figure and caption about 5 mm.

Bild1

Figure 1: Sets and Relations of a Planning Process Model

## Formulas

Displayed equations or formulas are centered and set on a separate line (with an extra line or half-line space above and below). Displayed expressions should be numbered for reference. The numbers should be consecutive within each section or within the contribution, with numbers enclosed in parentheses and set on the right margin.

## Program Code

Program listings or program commands in the text are normally set in courier font point 9.

## Citations and References

The Harvard referencing style must be used, e.g. ASHRAE (2005). The list of references is headed “References” and is not assigned a number in the decimal system of headings. The list should be set in small print and placed at the end of your contribution, in front of the appendix, if one exists. Please do not insert a page break before the list of references.

# References

ASHRAE, (2005). Handbook of Fundamentals. Atlanta: American Society of Heating, Refrigerating and Air Conditioning Engineers.

van der Geer, J., Hanraads, J.A.J., Lupton, R.A. (2010). The art of writing a scientific article, J. Sci. Commun. 163, pp. 51–59.

Mettam, G.R., Adams, L.B. (2009). How to prepare an electronic version of your article. In: Jones, B.S., Smith, R.Z. (Eds.). Introduction to the Electronic Age, New York: E-Publishing Inc., pp. 281–304.

Mawdesley, M.J., Long, G. and Al-Jibouri, S. (2004). Simulation and games to improve construction productivity. In: Interbuild 11th International Conference, 2004, Cairo, Egypt.

ITCBP (2004). IT & Sustainability, The IT Construction Best Practice Programme website, http://www.itcbp.org.uk/itsustainability, accessed May 2005.