

Research Title (English)

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ABSTRACT: This document is the template to help authors to prepare their full papers to join Conference. The font style of “Time New Roman” is mainly used for all contents. Font sizes are varying as the following: (1) 10 points for the article in English (2) 14 points for author names in English (3) 12 points for affiliations of all authors in English. Emails of the authors are typed in the bracket at the end of affiliations. In the case of the authors who have different affiliations, the superscript of number is placed at the end of each author’s names except the corresponding author. Using the superscript of * at the end of the corresponding author name instead of using the number. The abstract must be written in a single paragraph with about 250-300 words (or 10-12 lines) and a good summary of the research article, describing the main objectives of the research, the method of investigation, and the important outcomes and achievements supported by sufficient results. The abstract is placed with the distributed alignment and use the word “**ABSTRACT**” as the title of this section (as shown). The full paper should be written in one column format and not over 10 pages of A4 in total. The content of the full paper should be clearly described. Using good pictures is possibly explained all content inside the article. Vancouver style is used for writing references. Inside the content, all references are placed in ordered numbers inside the bracket [1].

Keywords: Maximum 5 words both in English separated by “ , ” and use *Time New Roman* italic.

1. INTRODUCTION

The template and guideline document includes complete descriptions of the fonts, spacing, and related information for producing a submission for the conference. This document is available as a Microsoft Word document, and as a portable document format (*.pdf) document.

This template and guideline apply to all full paper submissions. A full paper should be 8-10 pages in length approximately. This includes all references, acknowledgements, etc. The paper differing from the formatting described within this document it may be returned to the corresponding author for reformatting before it is accepted as a submission.

2. SUBMISSION

For the Health Impact Assessment Academic Conference, research papers must be submitted electronically via the conference website. Submissions should be made through the online system. The manuscript file must be in Microsoft Word format (version 2010 or later) and must adhere to the formatting guidelines specified in this document.

3. FORMATTING YOUR PAPER

The template provides details of all formatting that should be used within your submission. “Time New Roman” is used as the primary font. All text should be single spaced, with paragraphs separated by 6 points.

All printed material, including text, illustrations, pictures, and charts, must be kept within a print area 17 cm wide by 24 cm high. Do not write or print anything outside the print area. Please set page margins as specified in Table 1, showing the page margins formatted for printing on A4 paper.

3.1 Paper Title

The paper title (on the first page) should begin at 1 cm from the top edge of paper. The title should be set to right hand side, and each line of the title should not be any longer than 17 cm wide (if longer, use a second line). The paper title should be in **Time New Roman** 14 point, bold, started with the capital letter at the first word. The title should be followed by a single space after the title.

3.2 Author name(s) and affiliation(s)

Author names and affiliations are aligned to the right. Author names should be printed in **Time New Roman** 12-point, bold with non-italicised type. Place the superscript of ordered number at the end of each author's last name if their affiliations are different. Use the symbol “*” following the affiliation superscript for the corresponding author of the paper.

Affiliations are typed in English (12-point, non-bold with non-italicised type) and aligned to the right edge. Each affiliation should consist of organization, address, city, state or province, postal code and country. Include author e-mail addresses whenever possible.

3.3 Abstract and Keywords

Please include a short abstract and keywords following the author information, as shown on the first page of this document. The abstract should be written as a single paragraph with about 250-300 words approximately. The formatting specifications for the abstract are provided within the abstract of this document. Keywords should be in **Time New Roman**, 12-point, and italicised and placed below the line under the abstract. The term “**Keywords:**” should be in bold type.

3.4 Body of Text

Text within the body of the paper should be in 12-point **Time New Roman** with single spaced setting. Text should be justified by distribution format. Variations of font (e.g. italics, small portions of Arial font) may be used for emphasis within the paper. Please do not use these variations for extended portions of the paper.

3.5 Tables and Figures

All tables and figures must be referred to within the body of the text. References to the table or figure should point towards the table or figure number as identified within the caption. Authors may choose to include the complete caption heading if they wish. A table or figure should be inserted at a point near to the first reference made within the body of the text. Tables and figures should be inline with the text (text before and after) and not imbedded within the body of the text.

3.5.1 Tables

Table captions should be in 12-point **Time New Roman**, bold, and centred above the table. There should be a 6-point space between the caption and the previous text. Only the first word of the caption should be italicised. Tables should be numbered sequentially.

Text within a table should be 12-point **Time New Roman**. Formatting of the table is subject to the Author's discretion. An example of a table conforming to these requirements is shown in Table 1.

Table 1: Page margins

<i>Name</i>	<i>Unit (cm)</i>
Top (the first page)	3.0
Top (the others pages)	2.0
Bottom	2.5
Right	1.5
Left	2.5
Gutter	0.00

3.5.2 Figures

Figure captions should be in 12-point **Time New Roman**, bold, and centred below the figure. There should be a 6-point space between the caption and the following text. Only the first word of the caption should be italicised. Figures should be numbered sequentially (and independently from tables). A sample figure is provided in Figure 1.

All figures should be in the best possible resolution available. Colour is accepted (and encouraged) but do realise that many people who will print a paper from the proceedings will do so in black and white. As such, please ensure that any figure is suitable for black and white printing.

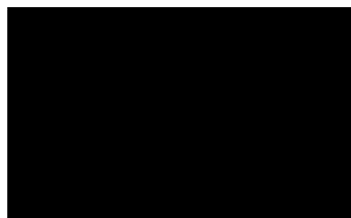


Figure 1: Figure explanation

3.5.3 Equation and Units

Use the ‘Equations’ style as a starting point for equations. This style contains a right aligned tab to put after the equation. Each equation should be numbered consecutively throughout the paper using Arabic numbers in parenthesis: (1), (2), etc. The equation number should not be italic. SI units should be used throughout the paper.

$$f(a - b + c) = 0 \tag{1}$$

$$f(d - e + c) = 0 \tag{2}$$

3.6 Colour images in proceedings

Colour images are encouraged where available, as the main medium for publishing the conference proceedings will be **CD-ROM**. This allows delegates to view good quality images on screen and to choose if they wish to print them in colour or monochrome.

3.7 Footnotes

To help your readers, avoid using footnotes and include necessary peripheral observations in the text (within parentheses, if you prefer, as in this sentence).

3.8 References

The reference should be separated in a new section without numbering the section and typed in Vancouver style. References to published work should be numbered consecutively throughout the paper using Arabic figures in square brackets. Please, observe the distinction between references to journals [1-3], a published book [4], book selection/chapter [5, 6], report [7], web site [8], magazine [9] and a conference proceeding paper [10].

Use the ‘Abstract, References, Acknowledgement’ style for the reference header. Use the ‘Reference List’ style for the references itself (numbered in square brackets). **Time New Roman**, 12 points, distributed alignment, hanging indent 7 mm should be used for the reference list information.

4. HEADINGS

Headings should be numbered sequentially (as in this document), and after the number use a period. All headings should be followed by text on the same page (i.e. no heading is allowed to appear at the bottom of a page without text following).

First order headings should be 12-point **Time New Roman**, bold, and fully capitalised. These should be preceded by a 12-point space and followed by a 6 point space.

4.1 Second-order Headings

Second order headings should be 12-point **Time New Roman**, bold, and italicised. These should be preceded by a 12-point space and followed by a 6-point space.

4.1.1 Third-order headings

Third order headings are discouraged. However, if you must use them, use 12-point **Time New Roman**, italicised, with only the first word capitalised. These should be preceded by a 10-point space and followed by a 6-point space. Do not use fourth order headings.

5. CONCLUSION

Submit the paper in the MS Word format (see paper guidelines). Please download the full paper sample from the website. It is advised to use the full paper sample as a template by replacing the text in the sample with the text of your paper in each category and storing the file on your hard disk using the filename “**LastnameFirstname.doc**” (e.g. CharoenpornNaris.doc). If you want to submit more than one paper, then differentiate them by adding numbers after the name (e.g. CharoenpornNaris1.doc).

ACKNOWLEDGEMENTS

Acknowledgements of people, grants, funds, etc should be placed in this section without numbering the section and located on the very end of the paper.

REFERENCES

Vancouver Style