

INSTRUCTIONS FOR PREPARING AND SUBMITTING PAPERS FOR PUBLICATION IN THE CONFERENCE PROCEEDINGS

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Abstract. *This document gives detailed information on how to prepare and submit papers for the “IV Conferencia Latino Americana de Energía Solar (IV ISES-CLA)”. Please strictly follow these guidelines:*

a) type the body of the text in a single column;

b) papers are limited to a maximum of twelve A4 (21 cm x 29.7 cm) pages (the pages must not be numbered and must not include frames);

c) the text must be written using font Times New Roman, size 10 pt, except for the title;

d) the abstract should be written in italic style and contain no more than 300 words;

e) the text must be justified and single spaced;

f) references should be listed in alphabetic order at the end of the paper in the form author (year) or (author, year);

g) graphics and pictures included in the paper must present high quality;

h) all the symbols must be defined as they appear in the text;

i) units should be in conformity with the International System of Units (other units can be cited in parenthesis).

*The paper should be preferably written in Portuguese or Spanish but papers written in English will be accepted if the author is from a country whose official language is other than Portuguese or Spanish. The full paper must be submitted as a file in Adobe Portable Document Format (PDF) to apes@perusolar.org, with copy to cer@uni.edu.pe, until **July 30, 2010**. This file must be named *autor.pdf*. The acceptance notice will be sent by e-mail after the analysis by the Scientific Committee.*

Keywords: *Solar Energy, Congress, Wind Energy (up to five)*

1. INTRODUCTION

The Proceedings of IV ISES-CLA will be published in a CD-ROM including the full version of all accepted and presented papers. All papers have to be submitted electronically in PDF format. The submitted papers will be evaluated by the IV ISES-CLA Scientific Committee. The Committee may ask you to modify/correct your paper before final acceptance. If the case, the author will be informed about how to proceed.

2. FORMATTING

The paper should be preferably written in Portuguese or Spanish. If the author is from a country whose official language is other than Portuguese or Spanish, papers written in English will be accepted. If the chosen language is Portuguese or Spanish a translation to English of the title, abstract and keywords should be added at the end of the text, following the references.

2.1 Number of pages

The full paper, including figures and tables, is limited to 12 (twelve) A4 (21 cm x 29.7 cm) pages. The PDF file is limited to a maximum size of 3 MB. Please respect these limits by writing the text concisely instead of reducing the size of figures and tables.

2.2 Page format

All the pages must be set with all margins equal to 2 cm. These margins define the useful area. The text must be formatted in a single column. Please do not include frames in the text. The pages should not be numbered. The final aspect of your paper should resemble this document.

2.3 Format general guidelines

Except for the title and header, the text must be written using font Times New Roman, size 10 pt, including sections and subsections titles (bold style) and captions of figures and tables. Every page must contain a centered header with the text “IV Conferencia Latino Americana de Energía Solar (IV ISES_CLA) y XVII Simposio Peruano de Energía Solar (XVII- SPES), Cusco, 1 -5.11.2010” in font Times New Roman, size 8 pt, italic style, as shown in the pages of this model.

Title. The title must be typed in capitals, centered, using font Times New Roman, bold style, size 14 pt, preceded by two blank lines (14 pt). The title must not exceed three lines. Leave a blank line (14 pt) between the title and first author.

Author(s) and affiliation. Type the full name of each author followed by the corresponding e-mail, separated by a dash. Every name or group of names must be followed by the corresponding affiliation. The author’s names should be typed in bold style and the remaining information in normal style. Leave a blank line (10 pt) and type the number and area of the paper as listed in the call for papers and the Congress web page, followed by another blank line (10 pt) and then the abstract.

Abstract and keywords. Type the word **Abstract.** in italic bold style, followed by a period mark and a space. Still at the same line, type the abstract text in italic. The text must be justified and contain no more than 300 words. Leave a blank line (10 pt) after the abstract text and type the word **Keywords:** in italic bold style, followed by a colon and a space. Then type from three to five keywords, separated by commas and with the first letter of each keyword in capitals. Leave two blank lines (10 pt) between the keywords and the body of the text.

Section titles. Use only up to two levels for subsections, as shown in these documents. For the first level of subsection titles use font Times New Roman, bold style, size 10 pt, left aligned. Begin with the identification of the subsection (two digits separated by a period) and then type the title of the subsection with an indentation of 0.75 cm from the left margin. Leave a blank line (10 pt) above and below the section title.

Second level subsection titles must not be numbered. Leave a blank line (10 pt) above and then type the section title starting at 0.75 cm from the left margin using font Times New Roman, italic bold style, size 10 pt, followed by a period. Leave a blank space and type the text immediately, in the same line.

Body of the text. The body of text must be single spaced and justified, without any blank lines in between subsequent paragraphs. Leave an indentation of 0.75 cm at the beginning of the first line of each paragraph.

2.4 Equations, symbols and units

The equations must be centered and numbered with right aligned Arabic numerals between parentheses. Leave a blank line (10 pt) above and below the equation. For example:

$$\eta = F_R (\tau\alpha)_{ef} - F_R U_L \left[\frac{T_e - T_a}{G} \right] \quad (1)$$

Equations should be referred in the text as Eq. (1).

Symbols must be written in italic style and be defined (together with the corresponding units) immediately before or after their first appearance in the text. A section of symbols is not necessary.

All the data included in the article, even enclosed in tables and figures, should be expressed in units in conformity with the International System of Units (SI) (other units can be cited in parenthesis). A comma should be used as decimal separator for papers written in Portuguese or Spanish. For papers written in English, a point should be used as decimal separator instead.

2.5 Figures and tables

Figures and tables should appear as close as possible to (preferably after) its mention in the text. Enclosed text and symbols should be clearly readable. Only high quality pictures and photographs should be used.

Figures and tables must be centered in the text, as well as their captions/titles. Place the legend below the picture, with a blank line (10 pt) in between them. Place the title above the table, with a blank line (10 pt) in between. Leave a blank line (10 pt) after a picture or table.

Figures and tables should be numbered in sequence (ex. Figure 1, Figure 2, Table 1, Table 2). They should be referred in the text as Tab. 1 and Fig. 1. Please avoid using terms such as "below" or "above".

Graphs axis should be presented with the corresponding names and units. The same applies to tables columns/lines.

Tab. 1 and Fig. 1 are examples:

Table 1. Electrical characteristics of the module XXXX under the conditions of irradiance 1000 W/m², cell temperature 25 °C and spectral distribution AM 1.5.

CARACTERISTIC	VALUE
Maximum Power	45 W
Maximum Power Voltage	15.0 V
Maximum Power Current	3.0 A
Open Circuit Voltage	19.2 V
Short Circuit Current	3.10 A
Coefficient α	2.5 mA/°C
Coefficient β	-73 mV/°C

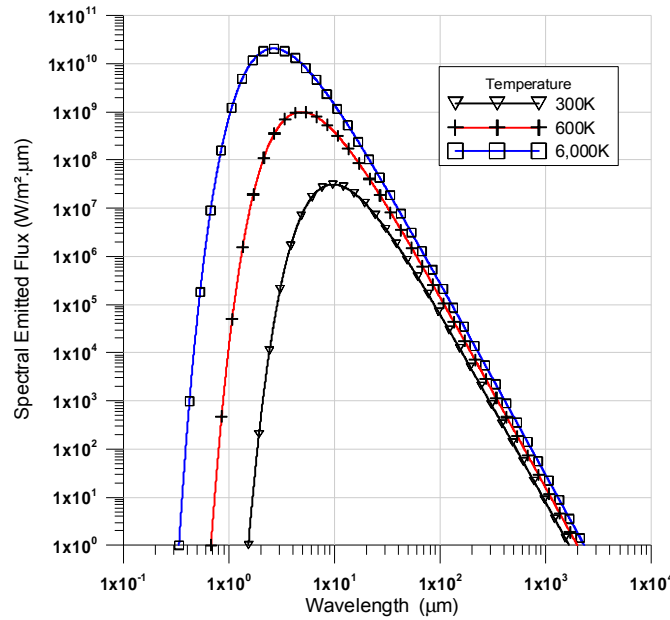


Figure 1- Spectral radiation flux emitted by a blackbody at different temperatures.

2.6 Responsibility notice and acknowledgements

The authors are responsible for granting the rights to publish the paper. If copyrighted material is used in the preparation of the work, the authors themselves should obtain authorization from the owner of the rights of such material. In this section may also be included the acknowledgments from the authors to institutions and people. At the occasion of the formal registration of the work the authors will be asked to sign a publication authorization favoring ABENS and assuming full responsibility for the material included in the paper.

Acknowledgements

This section should be located after the body of text and before the references. Type the word ***Acknowledgements*** using font Times New Roman, italic bold style, size 10 pt, left aligned. Leave a blank line (10pt) and type the text.

2.7 References

References should be cited in the text either as author (year) or (author, year). References should be listed in alphabetic order at the end of the paper. Type the word **REFERENCES** in capitals using font Times New Roman, bold style, size 10 pt, left aligned. Leave a blank line (10pt) and type the references. The reference text should be indented 0.75 cm (except for the first line, which is left aligned). Every reference included in the list should be quoted in the text and vice-versa. This is an example of references list, including an article from a periodic, a book and a thesis.

REFERENCES

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- Oliveski, R. C., 2000. *Análise Numérica e Experimental dos Campos de Temperatura e Velocidade em Armazenadores Térmicos*, Doctoral Thesis, PROMEC, UFRGS, Porto Alegre.