

INSTRUCTIONS TO AUTHORS FOR THE PREPARATION OF PAPERS:
**23RD ESA SYMPOSIUM ON EUROPEAN ROCKET AND BALLOON PROGRAMMES AND
RELATED RESEARCH**

VISBY, SWEDEN
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ABSTRACT

The Proceedings 23rd ESA Symposium on European Rocket and Balloon Programmes and Related Research will be published by ESA in electronic format.

Authors must deliver their full papers by **21 August 2017** as electronic 'PDF' files by e-mail to esa.conference.bureau@esa.int

Please read the following instructions for the preparation of your paper in accordance with ESA's standards for conference proceedings. Each submission should resemble these instruction sheets in format and style. Start with a concise abstract (limited to 15 lines or 150 words) that summarises the contents of the paper.

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The paper must be prepared in this two-column format and **must not be longer than 8 pages**.

2. PAGE LAYOUT

- Paper format: standard A4 (297x210 mm),
- two-column format (8 cm each column),
- margins: top 25 mm, left and right 20 mm, bottom 37 mm,
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Font:

Text: Times New Roman
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Paper title: 12 pt bold (TITLE)
Author(s): 10 pt bold (Author)
Affiliation(s): 10 pt italic (Affiliation)
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Captions: 10 pt italic (Figure...)

Text in tables: 9 pt

Symbols: 10 pt ($\Omega \cong \phi$)

Sub/superscript: 7 pt (x^y)

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Both the header and the footer should be left empty. Do not add page numbers.

4. TITLE AND AUTHOR AFFILIATION

The paper title, author(s) name(s), affiliation, complete mailing address and email should be centred at the top of the first page using the fonts and type sizes indicated above. If there are several authors, the complete affiliation should be given for each of them using superscripts ⁽¹⁾ in the authors ⁽²⁾ list to refer to them.

5. HEADINGS

This sheet has been typeset in accordance with the style to be followed for the headings. Use the decimal system in Arabic figures for the numbering of headings and subheadings. Major (or section) headings are to be in capitals and bold.

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Subheadings or subsection headings are to be in lower case with initial capitals and bold font. They should be flush with the left-hand margin, on a separate line.

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Equations are to be numbered consecutively throughout the paper. Each equation number must be unique. Equations should be centred, with the equation number in parentheses flush with the right-hand margin of the column. Leave a blank line before and after equations. Always refer to equations by number, as Eq. 1 or Eqs. 3-6, not as 'above' or 'below'.

$$T_s = \frac{T_b}{1 + (\lambda T_b / \alpha) \ln \epsilon} \quad (1)$$

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Figures and tables can extend over two columns if required. Figure captions should be centred below the figures; table captions should be centred above the tables. Use full word ‘Figure 1’ or ‘Table 1’ in the caption. Use the abbreviation “Fig. 1” or “Tab. 1” in the text (even at the beginning of a sentence).

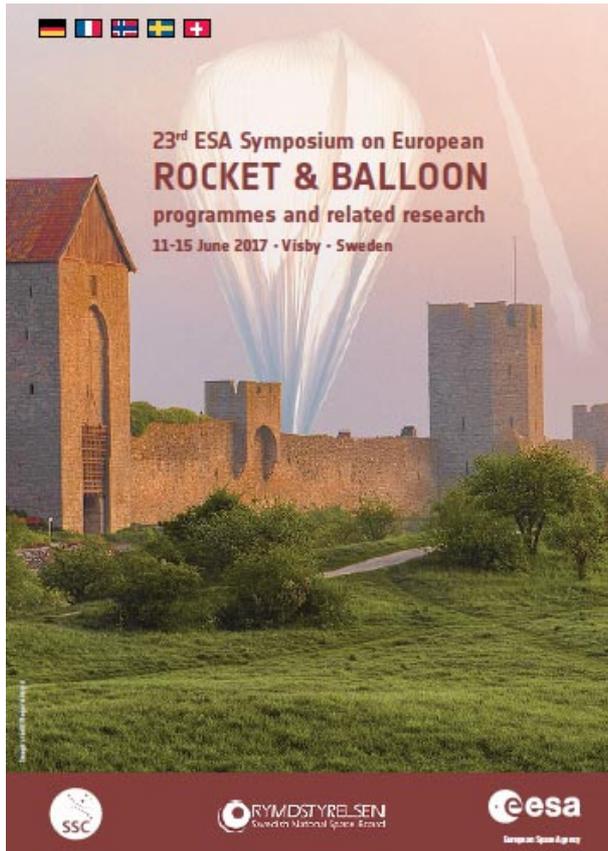


Figure 1. Antenna workshop

8. ABBREVIATIONS AND ACRONYMS

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Do not use abbreviations in the title unless they are unavoidable.

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9.1. Sample References

1. Smith, J.M., Adams, B.A. & Wilson, A. (2002). The Future for Asteroid Exploration. *Planet. Space Sci.* **285**(11), 123-126.
2. Johnson, A.B. & Radice, X.T. (2002). *Comets for Beginners*, Cambridge University Press, Cambridge, UK, pp103-106.
3. Svalgaard, L. & LeSager, P. (2003). What Heliosimology Teaches us About the Sun. In Proc. 4th. ISCS ‘Solar Variability as an Input to the Earth’s Environment’ (Eds. H. Lacoste & H. Xerxes), ESA SP-535 (CD-ROM), ESA Publications Division, European Space Agency, Noordwijk, The Netherlands.

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