



## Technical requirements for papers

1. Maximum length - 8 standard pages.
2. Formatting of the first page should be as follows:
  - Title - Font Size 14, Uppercase only, Centred, Bold;
  - Full name of the author (authors), academic title, institution, and e-mail - Font size 14, Upper and lowercase, Centred, Bold;
  - Blank line;
  - Abstract (maximum 250 words) - Font size 10, First Line: 1 cm, Bold;
  - Keywords (maximum 5) - Font Size 10, Bold
  - Blank line;
3. The main text pages should be formatted as follows:
  - Font - Times New Roman 12;
  - Page Setup - Top: 25 mm, Bottom: 25 mm, Left: 25 mm, Right: 25 mm;
  - Paper Size - A4;
  - Line Spacing - Single;
  - First Line: 1 cm.
4. All tables must have numbers and captions above, right alignment, *Italic*;
5. All graphics must have numbers and captions below, center alignment, **Bold**;
6. All references in the text should be in APA style (please consult the *Publication Manual of the American Psychological Association*, 6<sup>th</sup> ed., 2<sup>nd</sup> printing).
7. Bibliography/ References at the end of the paper must also comply with the APA style recommended in the *Publication Manual of the American Psychological Association* (6<sup>th</sup> edition).
8. Name and e-mail of the author (authors) - it could be used by the Organizing Committee to contact the author (authors).

**Please note:** The Organizing Committee reserves the right to reject papers that are considered not relevant to the topics of the Conference or are not submitted in accordance with the above standards.



## Technical requirements for posters

- Our poster boards have the following dimensions: 1524 mm height / 1005 mm width;
- We recommend your posters to be no more than: height 1200 mm / width 850 mm;
- The font size of the title should be at least 80 pt, bold;
- The font size of the sections should be at least 32 pt, bold;
- The font size of the main text (abstract, introduction, objectives, methods, results and conclusion) should be between 18 and 26 pt.

## Workshop instructions

Your proposal has to be made one month before the conference at the latest. It has to incorporate:

- Title (15 words maximum).
- Information about facilitator(s): names, institution, and country.
- Summary of the programme (not exceeding 300 words), including:
  - Aims
  - Expectations
  - Number of participants.