



National Environmental Monitoring Conference 2024

Style Guide for Papers (Due October 31, 2024)

(If you have any questions as you work through this process, please contact your session chair or William Daystrom (william.daystrom@nelac-institute.org)

Style Guide for Papers (Title – 18pt. Times New Roman, Bold)

Author(s) Names (12pt. Times New Roman, Bold)

Author(s) Affiliations (12pt. Times New Roman) (Speaker’s e-mail address – 12 pt. Times New Roman)

ABSTRACT (14pt. Times New Roman, Bold, ALL CAPS)

Text of Abstract – 12pt. Times New Roman, single spaced, double space between paragraphs and/or heading to the next section of the paper. Do not indent paragraphs.

INTRODUCTION (14pt. Times New Roman, Bold, ALL CAPS)

Text of Introduction – 12pt. Times New Roman, single spaced, double space between paragraphs and/or heading to the next section of the paper

PROCEDURE/PRIMARY HEADINGS (14pt. Times New Roman, Bold, ALL CAPS)

Secondary Headings (14pt. Times New Roman, Bold)

Third Headings (12pt. Times New Roman, Bold, Italic)

Text under headings – 12pt. Times New Roman, single spaced, double space between paragraphs and/or heading to the next section of the paper. Please insert “NEMC 2017” in the bottom left corner and page numbers in the bottom right corner.

All figures, tables, or equations should be titled appropriately and numbered, while centered in the page. 12pt. Times New Roman, Centered, Examples:

Figure 1: Current Organizational Structure

Table 1: Results from First Experiment

Equation 1: Calculation for Mass

RESULTS (14pt. Times New Roman, Bold, ALL CAPS)

Secondary Headings (14pt. Times New Roman, Bold)

Third Headings (12pt. Times New Roman, Bold, Italic)

Text under headings – 12pt. Times New Roman, single spaced, double space between paragraphs and/or heading to the next section of the paper. Please insert page numbers in the bottom right corner.

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Equation 1: Calculation for Mass

CONCLUSIONS

ACKNOWLEDGEMENTS

REFERENCES

Be sure to conclude your paper with an appropriate summary/conclusion section, a separate section for acknowledgements, if appropriate, and a reference listing in a standard format with an example appearing below.

1. U.S. Environmental Protection Agency, 1997. *EPA Requirements for Quality Assurance Project Plans for Environmental Data Operations* (EPA QA/R-5). Office of Research and Development.

TEMPLATE

To use the template on the next page, delete this text and all of the information above.

Title

Author Name(s)
Affiliation(s), Address
E-mail Address: xxx

ABSTRACT

Short abstract. This can be the same as what you previously submitted.

INTRODUCTION

Introduce topic ...

PROCEDURE (or *PRIMARY HEADING*)

Secondary Headings

Third Headings

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Equation 1: Calculation for Mass

CONCLUSIONS

Be sure to conclude your paper with an appropriate summary/conclusion.

Future Work

You may also want to include a subsection to describe any future work

ACKNOWLEDGEMENTS

Include if appropriate.

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1. U.S. Environmental Protection Agency, 1997. *EPA Requirements for Quality Assurance Project Plans for Environmental Data Operations* (EPA QA/R-5). Office of Research
2. xx