

17 cm

2 x 2 cm

## Instructions for Authors

### Title (Bold 18 pt Times Roman with Initial Caps)

[1.5 line space]

**Author names (bold 12 pt Times Roman, including the first name, middle initial and an asterisk for the presenter)**

[1.5 line space]

*Address & Affiliation (Italic 12 pt Times Roman)*

[1.5 line space]

Authors are requested to send one page of your **biography (invited lecturer only)** and an abstract<sup>1</sup> (**3-5 pages** for **contributed paper**, **5-8 pages** for **invited lecture**) using one of the following formats:

- A) One or two pages of summary & reprint(s) of original papers and accounts reported by the contributors. (The papers must be written in English.)
- B) One or two pages of summary & (selected) copies of presentation slides. (Please place two slides on one page.)
- C) Detailed outline of your presentation.

Abstracts must be submitted as camera-ready copy on good quality paper of A4 (21.0 x 29.7 cm) or US Letter (21.6 x 27.9 cm) size paper.<sup>2,3</sup> Ideally, Abstracts should be laser printed using 12 pt Times Roman font with 1.5 line spacing. All graphics must be inserted into text.

All graphics and text must be placed in an image area of 17 cm wide and 25.7 cm high. Margins to create this image area from standard size paper are:

Margins	:	Top	Left	Right	Bottom	
A4	:	2.0	2.0	2.0	2.0	(cm)
US Letter	:	1.1	2.3	2.3	1.1	(cm)

The abstract should be sent by regular mail, in duplicate, to conference director by deadline specified in the first circular or our web site. If authors prefer to send the abstract via e-mail, please send it to conference director's personal e-mail address. We can accept Microsoft Word (IBM or Macintosh) and PDF format. Please **DO NOT** send large attachments (more than 500 KB total) to [jccf@soc2.riken.go.jp](mailto:jccf@soc2.riken.go.jp) that is not capable of accepting large attachments.

### References and Footnotes

- (1) The Abstract Booklet will be published in Black and White only. Color graphics are acceptable if they are clear with good black and white contrast.
- (2) Authors should consult a recent issue of a journal published by the ACS for the appropriate style to use in citations of journal papers, books, and other publications, see: "1998 Guidelines for Authors" *J. Org. Chem.* **1998**, 63, 13A.
- (3) In publication, abstracts will be reduced to *ca.* 80%

25.7 cm