TEMPLATE FOR AUTHORS FOR THE PREPARATION OF MANUSCRIPTS CONFERENCE PROCEEDINGS

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ABSTRACT

This document is designed so you can paste your text into the appropriate sections. In addition, it sets out the requirements for preparing and submitting manuscripts for publication in conference proceedings. To obtain a publication with a consistent and professional appearance, it is essential that all manuscripts conform to these instructions. This “author friendly” document itself serves as an example of a correctly prepared manuscript. Your abstract can be as long as 500 words.

KEYWORDS

Instructions, Authors, CIM conference, Template for authors, How to guide

INTRODUCTION

Authors are responsible for ensuring the accuracy of all information contained in their manuscripts (e.g., proper names of organizations, data and findings, references, etc.). Manuscripts must be prepared in proper French or English. SI units or acceptable metric equivalents must be used throughout (e.g., mg/L).

These instructions will enable you to prepare your manuscript in an electronic format, ready for submission and peer review. It is essential that these instructions be carefully followed. Prepare your manuscript using Microsoft (MS) Word as your word processing software. To ensure that your manuscript has an identical appearance when viewed on almost any computer, avoid the use of a two-byte code for Chinese characters, etc. Please cite references in the text according to this example. Note that papers are cited by apathetical order of first author name (Jones, 2011; Smith & Franck, 2010; Zhang et al., 2008).

METHODS

Example of Second Level Heading

Your manuscript must be prepared for either North American letter-size (8.5 x 11 inches) paper or European A4-size (210 x 297 mm) paper. Use the margin settings specified in Table 1. Do not insert page numbers. The title page of your manuscript is illustrated by the first page of these instructions. The title page must not exceed one (1) page in length. The body of the paper begins at the top of the second page of the manuscript. Any space remaining on the first page (i.e., the title page) is left blank.

### Table 1 – Manuscript margins

<table>
<thead>
<tr>
<th>Margin</th>
<th>Letter (8.5 x 11 inches)</th>
<th>A4 (210 x 297 mm)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Top</td>
<td>2.90 cm (1.14 inches)</td>
<td>2.90 cm (1.14 inches)</td>
</tr>
<tr>
<td>Bottom</td>
<td>2.80 cm (1.10 inches)</td>
<td>4.60 cm (1.81 inches)</td>
</tr>
<tr>
<td>Left</td>
<td>3.20 cm (1.26 inches)</td>
<td>2.90 cm (1.14 inches)</td>
</tr>
<tr>
<td>Right</td>
<td>3.20 cm (1.26 inches)</td>
<td>2.90 cm (1.14 inches)</td>
</tr>
</tbody>
</table>

Example of Third level Heading
All headings and text must be typed in Times New Roman font in black. Use 10 point type size throughout your manuscript, including the title. The manuscript will typically have three levels of headings: major, second-level, and third-level. Text paragraphs are single-spaced (line height of 6 lines per inch) and fully justified, with the first line indented 1.27 cm (0.5 inch). Paragraphs are separated with a blank line.

Equations are placed on separate lines, centred and numbered consecutively in parentheses at the right-hand margin. A blank line precedes and follows each equation. For reactions, preferably use the Times New Roman (normal text) arrow (Equation 1a), but an equal sign may be substituted (Equation 1b). Use a dash rather than a hyphen for the minus sign.

\[
\begin{align*}
\text{ZnS} + \frac{3}{2}\text{O}_2 & \rightarrow \text{ZnO} + \text{SO}_2 \\
\text{ZnS} + \frac{3}{2}\text{O}_2 & = \text{ZnO} + \text{SO}_2
\end{align*}
\]

\[E = 1.23 - 0.06 \text{pH}\]

RESULTS

Smelter Temperature

All figures should be high resolution (300 dpi) when published at 100% (i.e., images at 72 dpi are 25% of the required resolution). Figures, including graphs (e.g., Figure 1 below), line drawings, photographs and other illustrations are preferred in colour. Greyscale figures require sharp contrast. For all figures, lines and lettering must be large enough (minimum 0.35 point thickness) to remain clearly legible when printed at 100%. Be sure to place a scale marker on maps, microstructures and similar figures. Do not use frames around figures. Do not use shaded backgrounds because they do not reproduce well.

Figures, especially photographs and SEM micrographs, can significantly increase the size of the electronic file. Excessively large files tend to complicate and slow down the editing process. Therefore, make every effort to reduce the size of the electronic files of your photomicrographs and other graphics. To minimize your file size, add the figures (photos, photomicrographs) using the “Insert-Picture” function. For Excel charts, use the "Copy-Paste Special-Picture" sequence. Please group objects within figures (e.g., added arrows, lines, circles) to ensure they are in the correct position. Selecting “in line with text” on the layout tab of the “format picture” window helps make positioning of the figure easier.

All figures must be consecutively numbered with Arabic numerals (1, 2, 3 etc.) and inserted as close as possible to the corresponding text. In the text, refer to the figure by its number, not its relative position. A figure too wide to fit between the margins may be placed in landscape orientation (sideways format) on a page by itself, with the bottom of the figure to the right of the page. A caption consisting of the word “Figure”, the figure number, one (1) space, a dash, one (1) space and the figure title, in 10 point Times New Roman, must appear centred below each figure. A single blank line is used to separate a figure from its caption. Separate each figure and caption from the adjacent text with one (1) blank line. Do not use a period at the end of the figure caption.
Figure 1 – Effect of iron concentration on the amount of precipitate formed during hydrolytic precipitation from waste processing solutions

Effect of Heat

All tables must be consecutively numbered with Arabic numerals (1, 2, 3 etc.) and inserted as close as possible to the corresponding text. In the text, refer to a table by its number, not its relative position. A large table, like a large figure, may be placed in landscape orientation (sideways format) on a page by itself. A title consisting of the word “Table”, the table number, one (1) space, a dash, one (1) space and the table title, in 10 point Times New Roman, must appear centred above each table. There is no line space between the title and the table itself. Do not use a period at the end of the table title.

Table-wide lines (horizontal ½ point thickness) separate the title from the column headings, the column headings from the body of the table, and the table from the following text. Do not use vertical lines and avoid the use of horizontal lines between rows of data. Separate each table from the adjacent text with one (1) blank line.

Table 2 – Electron microprobe analyses of sphalerite grains in the Kidd Creek “C” concentrate

<table>
<thead>
<tr>
<th>Element</th>
<th>Average Content (wt %)</th>
<th>Range (wt %)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zn</td>
<td>60.8</td>
<td>59.6 – 63.3</td>
</tr>
<tr>
<td>Fe</td>
<td>5.82</td>
<td>3.54 – 6.95</td>
</tr>
<tr>
<td>Cd</td>
<td>0.30</td>
<td>0.12 – 0.42</td>
</tr>
<tr>
<td>S</td>
<td>3.31</td>
<td>33.6 – 33.5</td>
</tr>
</tbody>
</table>

DISCUSSION

Use clear and concise writing, and proper Canadian English or French spelling and grammar throughout the paper. Spelling for English papers should conform to standard Canadian English (e.g., the Canadian Oxford English Dictionary). Spelling for French papers should conform to standard French (e.g., Le Petit Larousse Illustré). Where spelling options are provided, use the first option listed. Refer to a dictionary to determine whether compound words (two words that describe one item) are written as two separate words, hyphenated, or one unbroken word. For compound words that do not appear in the dictionary, use a hyphen if the term can be misread or it expresses a single thought (e.g., iron-ore deposit, open-pit). Avoid one-sentence paragraphs and paragraphs containing more than one main idea.
CONCLUSIONS

The next section provides fabricated references for a variety of publication types, to assist you in formatting your reference list. Please ensure that all references in the reference list are cited in the text and that all references cited in the text are in the reference list. References are listed in alphabetical order.

REFERENCES


