

Guidelines for authors preparing manuscripts for publication in the ICA publication series (Title of paper)

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Abstract: These guidelines are provided for preparation of papers accepted for publication in the

1. Advances in Cartography and GIScience of the International Cartographic Association (single-blind peer review based on a full paper);
2. Proceedings of the International Cartographic Association (peer review based on submitted abstracts, extended to full paper);

from the ICA Conferences, Workshops and other ICA events. These guidelines are issued to ensure a uniform style throughout these three series. All papers that are accepted by the relevant scientific committee of an ICA event will be published provided they arrive by the due date and they correspond to these guidelines. Reproduction is made directly from author-prepared manuscripts, in electronic or hardcopy form, in A4 paper size 297 × 210 mm (11.69 × 8.27 inches). To assure timely and efficient production of the publications with a consistent and easy to read format, authors must submit their manuscripts in strict conformance with these guidelines. The ICA may omit any paper that does not conform to the specified requirements.

Keywords: guidelines, formatting, style

1. Introduction

The guidelines are to be used for preparation of papers for the publication outlets of the International Cartographic Association (ICA):

- Advances in Cartography and GIScience of the International Cartographic Association (single-blind peer review based on a full paper);
- Proceedings of the International Cartographic Association (peer review based on submitted abstracts; extended to full paper).

1.1 General Instructions

The maximum paper length is restricted to 8 pages. The paper should have the following structure:

1. Title of the paper
2. Authors and affiliation
3. Keywords (2–5 words)
4. Abstract (100–250 words)
5. Introduction
6. Main body
7. Conclusions
8. Acknowledgements (if applicable)
9. References
10. Appendix (if applicable)

1.2 Preparation in electronic form

To assist authors in preparing their papers, styleguides for preparing digital versions of papers are provided in Word and LaTeX on the ICA web page (Guidelines for Authors). Authors should make sure to use the format elements of the respective system, e.g. `heading1`, `heading2` in case of Word or `\section{ }`, `\subsection{ }` in case of LaTeX.

1.3 Page Layout, Spacing and Margins

The paper must be compiled in one column for the title and abstract and in two columns for all subsequent text. Large figures or tables may be placed in one-column-style. All text should be single-spaced, unless otherwise stated. Left and right justified typing is required.

1.4 Footing

The footer will be provided by the publisher. It will be composed of the peer review statement, the doi, the ICA series name and volume number, and the event-name and date, e.g. Advances of the ICA, 2, 2019, 15th International Conference on Location Based Services, 11–13 November 2019, Vienna, Austria or e.g. Proceedings of the ICA, 2, 2019, 29th Cartographic Conference, 15–20 July 2019, Tokyo, Japan.

1.5 Length and Font

All manuscripts are limited to a size of no more than eight (8) single-spaced pages (A4 size), including abstracts, fig-

ures, tables and references. The font type Times New Roman with a size of ten (10) points is to be used. Abstracts are limited to 1–2 pages.

Setting	A4 size paper	
	mm	inches
Top	25	1.0
Bottom	28	1.1
Left	20	0.8
Right	20	0.8
Column Width	82	3.2
Column Spacing	6	0.25

Table 1. Margin settings for A4 size paper

2. Title and abstract

2.1 Title

The title should appear left-aligned in bold letters, at the top of the first page of the paper with a size of 18 points and single-spacing. After one blank line, type the author(s) name(s) (12pt), affiliation and mailing address (including e-mail) (9pt), left-aligned under the title. In the case of multi-authorship, group them by firm or organization as shown in the title of these Guidelines.

2.2 Abstract

Please use the `\abstract{}` environment. Please write a concise abstract (100–250 words) which presents briefly the content and very importantly, the news and results of the paper in words understandable also to non-specialists.

2.3 Keywords

Please use the `\keywords{}` environment to add 2–5 key words. Please use those key words which you would use to find a paper with content you are preparing.

3. Main body of text

Main headings are in 10 pt, left-aligned and in bold letters. The spaces before and after the headings are already included in the format, thus, not extra blank lines are necessary. Use decimal numbering for headings and subheadings. This numbering is also integrated in the format specifications.

3.1 Subheading

Major headings are in 10pt, left-aligned, and in bold letters.

3.1.1 Subsubheadings

Subsubheadings are to be typed 10pt and in italics.

3.2 Footnotes

Mark footnotes in the text with a number. Place footnotes at the bottom of the page, separated from the text above it by a horizontal line¹.

¹This is how a footnote looks: at the bottom of the page, separated from the text above it by a horizontal line



Figure 1. Figure placement and numbering. “The famous ICA logo”.

3.3 Illustrations and Tables

3.3.1 Placement

Figures must be placed in the appropriate location in the document, as close as practicable to the reference of the figure in the text. While figures and tables are usually aligned horizontally on the page, large figures and tables sometimes need to be turned on their sides. If you must turn a figure or table sideways, please be sure that the top is always on the left-hand side of the page. Alternatively, large figures can also be placed in one column.

3.3.2 Captions

All captions should be typed in 9pt, left-aligned directly beneath the illustration. If they use more than one line 0.8 spacing is used. All captions are to be numbered consecutively, e.g. Figure 1, Table 2, Figure 2.

3.3.3 Copyright

If your article contains any copyrighted illustrations or imagery, please include a statement of copyright such as: ©Springer Verlag Copyright 20xx (fill in year). It is the author's responsibility to obtain any necessary copyright permission. After publication, your article is distributed under the Creative Commons Attribution 4.0 Unported License and you retain the copyright.

3.4 Equations, Symbols and Units

3.4.1 Equations

Equations should be numbered consecutively throughout the paper. The equation number is enclosed in parentheses and placed flush right.

$$p_{ij} = (y_j - y_i) \sin \alpha_{ij} + (x_j - x_i) \cos \alpha_{ij} \quad (1)$$

$$q_{ij} = (y_j - y_i) \cos \alpha_{ij} - (x_j - x_i) \sin \alpha_{ij} \quad (2)$$

$$\alpha_{ij} = \frac{y_{i+1} - y_i}{x_{i+1} - x_i} \quad (3)$$

where d_{ij} = distance of point i to line j

3.4.2 Symbols and Units

Use the SI (Système Internationale) Units and Symbols. Unusual characters or symbols should be explained in a list of nomenclature.

3.5 References

References should be cited in the text, e.g. Ahn and Freeman (1984), Aasgaard (1992), Author (2010), and Werder et al. (2010), and listed in alphabetical order in the reference section.

3.6 Acknowledgements (optional)

Acknowledgements of support for the project / paper / author are welcome.

3.7 Appendix (optional)

Any additional supporting data may be appended, provided the paper does not exceed the limits given above.

References

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