

Conference extended abstract template for authors

X. Author^{1*}, Y. Author², Z. Author¹

¹University name,
Department name, City, Country

²Organization name,
Department name, City, Country

*Corresponding author, e-mail: X.Author@edu.bme.hu

Summary

These instructions help you to prepare your extended abstract for the NVHH 2025 conference. Including the layout, illustration, text style and referencing guidelines are interpreted as your paper will appear in the proceedings. It is highly advised to follow these guidelines to keep uniformity between submissions as much as possible. Please send any comments or questions by e-mail to NVHH@gpk.bme.hu.

Introduction

The goal of this template is to achieve uniformity amongst the extended abstracts appearing in the NVHH 2025 Conference. The typography, layout and style used in these instructions are the same as you should use when preparing your abstract.

The abstract must be uploaded in MS Word docx format or in zip format, exported from the LaTeX document.

The extended abstract must be at least one (1) page long but not exceed six (6) pages in length. Try to keep even number of pages for your document (2, 4 or 6).

The most straightforward way to adapt the formatting is preparing your document by the modification of this template file. Using the Format copy tool for different elements of the document (title, headings, equations etc.) is a further effective way for composing or editing your file in accordance with the template formats.

The official language of the Conference is English. Abstracts written in other languages will not be accepted.

Authors

The abstract title and authors should be exactly in the format as indicated in this template to maintain uniformity.

Affiliations of authors should be indicated by superscript numbers as in the example. Do not use academic titles (Prof. Dr. etc.).

Paper formatting

Print area

The paper size is the A5. Set the page margins to 18 mm for all sides.

Title

Use capitals as indicated in the title of this example. Title should not be longer than 2 lines. Do not use punctuation in the title or headers.

Summary

Your summary should not exceed 100 words. It should provide a brief introduction of the contents of your paper.

Paper body

Use a one-column format – even for figures. Avoid the usage of breakpoints in the file (e.g. section break, page break etc.). Do not use extra line breaks to modify the visual appearance of any part of the document – use the built-in MS Word functions instead (mostly found in paragraph formatting).

Headings and heading spacing

We recommend using no more than two levels of headings, indicated in these instructions as Heading 1 and Heading 2. The styles for these headings are included in this Word template.

Heading 1

Indicating the major parts of your abstract, use the Heading 1 Style. Generally, such a technical paper is composed of the following main sections:

- Introduction.
- Motivation and goals.
- Methods
- Results and discussion
- Conclusions
- References

Heading 2

To denote logical subsections of major sections, use the Heading 2 style.

Heading 3

To denote logical subsubsections of subsections, use the Heading 3 style.

Mathematic expressions and equations

Equations should be placed to the middle and numbered at the right margin.

$$n_{H,k}(\text{rpm}) \approx \frac{60 \frac{\text{s}}{\text{min}} \omega_n(\text{Hz})}{Z(k - \sigma_0/4)}, \quad (1)$$

$$a_{F,l}(\text{m}) \approx \frac{120 \frac{\text{s}}{\text{min}} \omega_n(\text{Hz})}{Zl} \lambda_{F,l}. \quad (2)$$

For equation font sizes, use 10 point for full size, 8 point for subscript and superscript, and 6 point for sub-subscript and sub-superscript.

Use italics for variables (*u*); bold for vectors (no arrows) (**u**); bold italic for variable vectors (***u***) and capital bold (**U**) for variable matrices. Use i^{th} , j^{th} , n^{th} , not ith, jth, nth. The order of brackets should be [()], except where brackets have special significance.

Lists

Mark each item with a solid bullet ‘•’ or with an Arabic numeral followed by a full stop, e.g., 1. 2. 3. and so on. Be consistent in marking list items.

Refer to Section ?? for an example of a bulleted list. Following is an example of a numbered list:

1. For complete or near complete sentences, begin with a capital letter and end with a full stop.
2. For short phrases, start with lower case letters and end with semicolons
3. Do not capitalize or punctuate single items.
4. Use a colon to introduce the list.

Figures and Tables

Make sure that all graphical content is sharp and printable in sufficient quality (at least 600 dpi, RGB). It is possible to use both grayscale and coloured graphics.

Lines should be thick enough to allow proper reproduction in printed and in electronic formats as well.

When preparing figures and tables, make sure that all lettering inside the figure

is no smaller than the size of the paper text - 10 point.



Figure 1: The NVHH 2025 logo

Take care that figures copied from other sources do not contain Asian fonts!

Number figures and tables consecutively, e.g., Fig 1, Fig. 2, Fig. 3; Tab. 1, Tab. 2, Tab. 3. See Fig. 1 and 2 for examples of figure and caption placement. See Tab. ?? for an example of a table centered across two columns. \LaTeX provides little support for two-column-wide Tables in two-column articles. The table will appear on the top of the next page from the position in the text.

For a simple Table, see Tab. 1.

Table 1: Example for simple tables.

Column 1	Column 2	Column 3	Column 4
Row 1	Row 1	Row 1	Row 1
Row 2	Row 2	Row 2	Row 2

Each figure and each table must have a caption. Captions should be centred at the foot of the figure and typed in the same 10 point font used in the paper but italic. Begin the

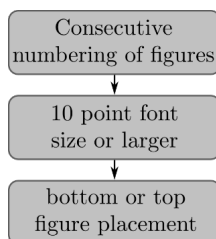


Figure 2: Diagram of the system

caption with a capital letter and end with a full stop. Always refer to figures as

‘Fig.’. Leave 6 point spacing between the figure and the caption. Place the figure or table on the text page as close to the relevant citation as possible, ideally at the top or at the bottom of a column. If a figure or table is too large to fit into one column, it can be centred across both columns at the top or the bottom of the page. Make sure that it does not extend into the page margins. Do not wrap the text around the figures. The figures have caption below the figure. The tables have caption above the table.

Summary

This paper summarizes the instructions for preparing an electronic publishing paper for the proceedings of the NVHH 2025 International Conference.

Acknowledgements

If you wish to express gratitude to all who contributed to your paper, please put this section into your text.

References

Relevant works previously published must be cited in the reference list. List the references at the end of the paper, in order of appearance in the text.

References are to be marked in the text by numbering them in appearing order (in square brackets), e.g. [1], [2], [3] or [1]–[3]. Only those publications actually cited in the paper can be included in the list of references. Do not use the al. expression, just the numbering. Please follow the format for references as follows:

- [1] for journal papers,
- [2] for proceedings papers,
- [3] for technical reports or thesis.

References

- [1] A. A. Author, “Title of paper,” *Journal*, vol. 10, no. 2, pp. 234–241, 2022. DOI: (if applicable).
- [2] A. A. Author1 and B. B. Author2, “Title of paper,” in *Title of conference proceedings including place and date of conference*, B. B. Editor, Ed., Place: Publisher, 2024, pp. 234–241, ISBN: (if applicable).
- [3] A. A. Author1, B. B. Author2 and C. C. Author3, “Title of report/thesis,” Identification code, document type (e.g. Ph.D. dissertation), Institute or publisher, Location, 2020.