

# TITLE

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## ABSTRACT

**Please see section 10 for an important update concerning paper submission.** These instructions can also be used as a template. Replace the following text/headers with your own.

The proceedings will be printed on CD with the issue number SP-657 approximately three months following the conference.

Papers should not be less than 2 pages and should not exceed 10.

## 1. PAGE LAYOUT

- Paper format: standard A4 (297x210 mm),
- two-column format (8 cm each)
- margins: top 25 mm, left and right 20 mm, bottom 37 mm.

### Font:

Text: Times New Roman  
Variable: Times New Roman italic  
Symbol: Symbol font

### Type Size:

Paper title: 12 pt bold (TITLE)  
Author(s): 10 pt bold (Author)  
Affiliation(s): 10 pt italic (Affiliation)  
Normal text: 10 pt (regular text) fully justified  
Captions: 10 pt italic (Figure...)  
Text in tables: 9 pt  
Symbols: 10 pt (  $\Omega \approx \phi$  )  
Sub/superscript: 10 pt (x<sup>y</sup>)

## 2. HEADERS AND FOOTERS

Both the header and the footer should be left empty. Do not add page numbers.

## 3. TITLE AND AUTHOR AFFILIATION

The paper title, author(s) name(s), affiliation, complete mailing address and email should be centred at the top of the first page. If there are several authors, the complete affiliation should be given for each of them using superscripts<sup>(1)</sup> in the authors<sup>(2)</sup> list to refer to them.

## 4. HEADINGS

Use the decimal system in Arabic figures for the numbering of headings and subheadings. Major (or section) headings are to be in capitals and bold.

### 4.1. SUBHEADINGS

Subheadings or subsection headings (use style Heading 1, and indent) are to be in lower case with initial capitals and bold font.

## 5. EQUATIONS

Equations are to be numbered consecutively throughout the paper, centred, with the equation number in parentheses flush with the right-hand margin of the column. Leave a blank line before and after equations. Always refer to equations by number, as Eq. 1 or Eqs. 3-6, not as 'above' or 'below'.

$$T_s = \frac{T_b}{1 + (\lambda T_b / \alpha) \ln \varepsilon} \quad (1)$$

## 6. FIGURES AND TABLES

Figures and tables can extend over two columns if required. Figure captions should be centred below the figures; table captions should be centred above the tables. Use full word 'Figure 1' or 'Table 1' in the caption. Use the abbreviation "Fig. 1" or "Tab. 1" in the text (even at the beginning of a sentence).



Figure 1. TRISMAC

## 7. ABBREVIATIONS AND ACRONYMS

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Do not use abbreviations in the title unless they are unavoidable.

## 8. REFERENCES

Number citations consecutively in square brackets [1]. Refer simply to the reference number, as in [3]. Do not use 'Ref. [3]' or 'reference [3]' except at the beginning of a sentence: 'Reference [3] was the first ...' The title of the book or of the journal should be in italic script.

### 8.1. SAMPLE REFERENCES

1. Johnson N.L. and McKnight D.S., *Reducing Costs*, Orbit Book Company, Malabar, Florida, 1991.
2. Grün E., et al., *Icarus*, Vol. 62, 244 – 272, 1985.

## 9. PDF PREPARATION

Papers are to be submitted in PDF format only. Use the first author's surname as the filename of the paper. In order to allow reasonable quality printing, please avoid excessive compression when making your PDF file. Files do not always print well even though they may look good on the screen. *Please make a test print to check the quality before you submit your file.* Generally, images should be compressed to correspond to about 150-300 dpi at the size they will print.

**VERY IMPORTANT: Embed all fonts** and ensure that the PDF's security setting is to 'No Security'.

## 10. SUBMITTING THE PAPER

Papers must be delivered via ftp! The editor will not be collecting at the conference.

**Submission deadline remains: 14 April 2008**

Late papers may be omitted from the proceedings.

Send your paper to the following ftp address and follow up with an email to the editor with "SP-657 Paper uploaded" in the subject line.

ftp.esoc.esa.de  
user: esapub  
password: publicat  
directory: sp657

If using an internet browser, submit via the URL:  
<ftp://esapub:publicat@ftp.esoc.esa.de>

## 11. CONTACT DETAILS

For further information about preparing your paper, feel free to contact the editor (please always include SP-657 in the subject line of an email):

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