

GUIDELINES FOR EXTENDED ABSTRACT

These guidelines have been compiled to help authors prepare manuscripts for extended abstracts, both Oral and Poster presentations.

Manuscript Formatting.

1. Provide the file of the manuscript in Microsoft Word (.doc) or Rich Text Format (.rtf) digital formats.
2. We are pleased to receive papers from all regions of the world where English is not the native language. Please ensure that your paper is well presented in good, grammatically correct English. This will greatly help process your paper.
3. Manuscripts should be limited to three (3) pages including all text, tables and figures.
4. Manuscripts should have a paper size of DIN A4.
5. Margins should be 3.0 cm from the top and 3.0 cm from the bottom, 2.0 cm left and right sides.
6. Text should be typed single-spaced in Times New Roman 11 pt, justified.
7. The major headings should have an indentation of 1.0 cm left and 1.0 cm right and typed in capital letters Times New Roman 12 pt.
8. The minor headings are Times New Roman 12 pt in initial capitals, not indented, with one line of space above and below.
9. The author's name(s) should be in Times New Roman 11 pt and have an indentation of 1.0 cm left and 1.0 cm right.
10. Affiliation(s) author's full postal addresses should be in Times New Roman 9 pt and have an indentation of 1.0 cm left and 1.0 cm right. Must be included author's E-mails
11. Abstract should be in Times New Roman 10 pt and have an indentation of 1.0 cm left and 1.0 cm right.

Content.

1. All authors' addresses should be supplied in full. Please underline the author that will present the communication.
2. The abstract of no more than 250 words should appear under the authors' names and addresses, briefly specifying the aims of the work, the main results obtained and the conclusions drawn.
3. Under the abstracts, include no more than 6 keywords.

4. The test should be subdivided into:
 - Introduction
 - Methods
 - Results and Discussion
 - Conclusions
 - References
5. SI units and their derivatives are preferred. Where SI units are not used, you must quote the SI equivalents of the units.
6. The equations should be written in dimensionless form or in metric units.
7. Do not number or letter section headings

Figures and tables.

1. Figures and tables should appear in numerical order, be described in the body of the text and be positioned close to where they are first cited. Do not put them at the end of the manuscript.
2. Make sure all figures and tables will fit inside the text area.
3. Figures can be both photographs or diagrams. Diagrams should be in jpg, tiff or png formats. Photographs can be both in black and white and color, in jpg format.

References.

Citation in text:

1. Use surname of author and year of publication: Asano (2002)
2. Two or more years in parentheses following an author's name are cited in ascending order of year. Two or more references published in the same year by the same author are differentiated by letters a,b,c,d, etc: Brown (1969, 1972, 1973a,b)
3. Different references cited together should be in date order: (Metcaf & Eddy, 1995; Brix, 1997; Vymazal, 2002).
4. The abbreviation "*et al*" should be used in the text when there are more than two co-authors of a cited manuscript.
5. Is a manuscript has been accepted for publication but has not been published, use the term "in press" instead of a date.
6. Is a manuscript has been submitted but not definitely accepted, use the term "submitted". If the manuscript is still being prepared use the term "in preparation".

List of references:

- **Journal references.**

1. Alaerts, G.J., Mahbuhar Ramhman, R. and Kelderman, P. (1996). Performance analysis of a full-scale duckweed-covered sewage lagoon. *Wat. Res.*, 30(4), 843-852

- **Book references.**

1. Article in compilation: Abell B.C., Tagg R.C. and Push M. (1974). Enzyme catalyzed cellular transminations. In: *Advances in Enzimology*, A.F. Round (ed.), vol 2, 3rd edn, Academic Press, New York, pp. 125-247.
2. Multi-author work: Asano, T., Burton, F. L., Leverenz, H. L., Tsuchihashi, R., Tchobanoglous, G. (2007). *Water reuse. Issues, technologies and applications*. Metcalf & Eddy. New York, U.S.A.
3. Standard reference: *Standard Methods for the Examination of Water and Wastewater* (1995). 19th edn, American Public Health Association/American Water Works Association/ Water Environment Federation, Washington DC, USA.
4. Report: Water Research Centre (1990). *Proposed water Quality Criteria for the Protection of Aquatic Life from Intermittent Pollution*, report PRS 2498-NM, water Research Centre, Medmenham, UK.
5. Thesis: Caselles, A. (2007). *Influence of the characteristics of the organic matter on the efficiency of horizontal subsurface-flow constructed wetlands*. PhD Thesis, Dept. of Hydraulics, Coastal and Environmental Engineering. Technical University of Catalonia, Barcelona, Spain.

POSTER PRESENTATION

These guidelines have been compiled to help authors prepare POSTER presentations. First omit previous bases for the POSTER presentation uploaded in the website of Congress (<http://www.smallwat.org>).

Current guidelines are:

1.- POSTER must be made in digital format to be presented virtually on plasma screens 42" in vertical format.

2.- For consultation of POSTER each screen will have a computer that will allow to find the POSTER. After selecting the POSTER of interest, it will be displayed on screen.

3.- The file with the POSTER should be submitted preferably in JPG format, but are also compatible formats PPT or PDF. The POSTER should be **in vertical format, with a minimum size of 120 x 80 cm (as a poster) and a resolution of 1024 x 720 pixels.**

4.- Try the background color of the POSTER is not very bright. Light colors are preferred.

5.- The content of POSTER should be typed in **English**, in Arial or Times New Roman and structured in the following sections:

- Title
- Authors, Affiliation and E-mails.
- Introduction.
- Methods.
- Results and Discussion.
- Conclusions.
- References.

6.- Digital format of the POSTER must be sent to E-mail address: papers@smallwat.es **BEFORE MARCH 15TH, 2011.**