# HIC 2010 Publication Guidelines and General Information

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These guidelines apply to submissions for HIC 2010. Submissions must be the original work of the submitting author(s), must not have been previously published and must not be under consideration by another publication or conference. Submissions that fail to meet these criteria will be withdrawn from the conference. Intending authors are asked prepare and to submit a full version of their paper (four-six pages, 2,000-3,000 words) for consideration by the HIC 2010 Scientific Program Committee (SPC). All submissions will be subject to peer review.

**HIC 2010 publication standard**: All submissions paper types will be reviewed / refereed by two independent members of the Scientific Program Committee or invited referees. Authors will be notified of the acceptance or otherwise of their paper along with the referee's comments. Once the process is complete authors may receive requests for revision of their paper to ensure it is structured according to HIC 2010 publication standards. Following the review process a separate document will request author(s) paper keywords (3) (MeSH) and copyright assignment to HISA for publication.

**Full Paper**: The full paper will be four to six pages in length, include title, author(s) details and references. A full paper will commence with the abstract (450-500 words) and may contain a limited number of electronically inserted 'pictures', tables or illustrations and references essential to summarising the paper's purpose, content and conclusions. See page three for general hints when preparing a paper. Full papers must adopt the following format:

- **Abstract:** As far as possible adopt the structured abstract approach where the full paper abstract is a condensed version of the paper, using the section headings noted below. An abstract briefly summarises the contents of the full paper, and is structured in the following manner:

  > Topic area and paper objectives or hypothesis
  > Background and concise literature review
  > Methods (eg study design, data sources, and interventions)
  > Results and discussion of implications with references and conclusions

- **Some forms of papers** such as opinion pieces or case studies may not neatly fit all of these headings, and authors may vary the structure. However, it is strongly advised that authors do conform to the guidelines, as reviewers may mark them down for failing to follow them. The paper should be 4-6 pages in length.

- **Page format**: A4 paper size with 2 cm margins top, bottom and both sides, and header and footer dimensions of 1 cm. No logos, Endnotes insertions or other header or footer information will be accepted.

- **Title**: Maximum two lines single-spaced, Times/Times Roman 16 point bold, left justified, followed by a single 12 point blank line.

- **Full paper abstract heading**: The single word 'Abstract' in Times/Times Roman 12 point bold, left justified, preceded and followed by a single 12 point blank line.

- \* **Reference notation**: Reference notation should be consistent, preferably listed

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alphabetically using the author/date format.

\*        **Spelling/Grammar**: Australian usage only *Macquarie Dictionary* and *AGPS Style Manual for Authors, Editors and Printers* preferred.

**Submitting**: Papers must be submitted to HIC 2010 as appropriate in a Word .doc or .rtf file only with a filename of HIC 2010_authorsurname.doc or HIC 2010 _authorsurname.rtf where the surname are the characters of the first author's last name.

**Help for submitting online**

> To submit go to http://www.hisa.org.au/hic2010callforpapers and click on the submit scientific papers button
> 1    Complete your name and other **demographic details**  *click continue*
> 2    Here you will complete Paper Submission Details including the
>     • **Title** of your paper and the
>     • **Theme** to which it best relates
>     • **Author** details.  Please take care to tick the author who will be presenting at HIC 2010 and that all affiliations are included at this point and are correctly annotated to each author.
>     • a short **Profile** about the presenting author  *click on save and continue*
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> 4    You will receive your **access key**. *click continue*
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> To ensure the review process is blind, author information is captured during the online submission process as in item 2 and **should not** form part of your paper. You will need to ensure any identifying personal information is not included anywhere on your paper including headers or footers.