

Science-Policy Conference on Climate Change (SP3C) Islamabad, 18-20 December 2017

Guidelines for Authors

Thank you for submitting an abstract for the Science Policy Conference on Climate Change 2017 (SP3C). We look forward to welcoming you in December 2017. The following guidelines may be helpful for submission of the draft paper and the power point presentation for the conference, for which the deadlines are November 28th and December 5th respectively.

The conference organizers expect to publish selections of papers in peer-reviewed publications, including a special issue of a professional journal, edited volumes of papers on selected themes, or as single author monographs. Active discussions are taking place in this regard with academic publishers as well as journal editors. With this in view, authors are requested to kindly follow the following formats for the next round of submissions.

Power Point

Separately, the conference organizers will circulate a template for the power point presentation. Due to the tight time schedule, it is requested that the .ppt be restricted to 15-20 slides per paper. The following is an illustrative structure of a representative presentation. Most of the items are self-explanatory and are therefore left undefined.

- Cover slide: it should include the paper title, authors' name(s) and affiliation(s), and date.
- Overview (1 slide)
- Introduction/Background (1 slide)
- Summary Literature Review (1-2 slides): these slides list key references that summarize the state of knowledge on the subject.
- Justification (1-2 slides): these slides summarize what the present paper will add to the state of knowledge.
- Research hypothesis (1 slide)
- Data types and sources (1 slide)
- Methodology (1 slide)
- Results and Discussions (5 to 10 slides)
- Conclusions (1 slide)
- Future research recommendations (1 slide)

Draft Paper

While authors can use their judgment with regard to the structure of the paper, they are requested to ensure that the items listed in the bullet points above (for the .ppt) are covered therein.

- *Length*: It is requested that the draft papers do not exceed 5000 words in length, including an abstract of up to 300 words.
- *Opening material*: The opening material includes the title of the article, version number (if any), the names of the authors (in desired order), together with their institutional affiliations, and date.
- *Style*: The OUP House Style (<https://global.oup.com/academic/authors/author-guidelines/house-style/?lang=en&cc=ch>) is recommended for guidance on spelling, style, punctuation, grammar, abbreviations, and numbers.

- *Spelling and punctuation*: Authors are requested to kindly use American English spelling and punctuation throughout (except for previously published primary source materials, which should appear as in the original).
- *References*: Bibliographic information must be complete and consistently styled. It is recommended that a complete bibliography be placed at the end of the paper, ordered by last name of the author(s). In the body of the text, only the authors' last name(s) and year should be cited, e.g., Schellnhuber (2015); Agarwal and Narain (1991); Baer, Athanasiou, and Kartha (2013); and, for more than three authors, Rockstrom et. al. (2009).
- *Footnotes*: authors are requested to use footnotes rather than endnotes. Note numbers should be in Arabic figures.
- *Spelling and Grammar*: A thorough proofread is recommended to check spelling and grammar, and ensure that the text is clear and concise. The use of Microsoft's built-in spelling and grammar checks are strongly recommended.
- *Headings*: no more than three levels of headings should be used. Please use the "Outline Numbering" function to order the headings, as follows:
 - 1 Heading 1**
 - 1.1 Heading 2
 - 1.1.1 Heading 3
- *Figures*: Please place all figures and tables within the text, *not* collected at the end of the document.