

DUE DATES FOR SUBMISSION OF PAPERS

Full papers due 20 April 2012 – Please submit your full paper on or prior to the due date by email to the conference convenor, Ruth Lillian, at conferences@optusnet.com.au. Please include “ACRS Paper Submission” in the subject header. If you have any enquiries regarding submission, please contact Ruth either by email or mobile 0413 016 300.

GUIDELINES FOR PREPARING ELECTRONIC COPIES OF PAPERS

Format of paper

File name:	Save your file using your family name
File size:	Not to exceed 5MB
Length of paper:	No longer than 10 pages, excluding references
Type style:	Times New Roman, 12 point
Line Spacing:	Single spacing
Margins:	25mm top, bottom, left and right

Other specifications:

- Single sided
- Single column
- Paragraphs justified left and right
- Headings in bold, sentence case, 1 space above and below

The paper should be written under headings arranged in the following order:

- Title
- Name(s) of author(s)
- Affiliation(s) (name of university, organisation or company of affiliation where the work was conducted)
- Abstract
- Keywords
- Body of paper
- Acknowledgements
- References
- Appendices

EXAMPLES OF PAPER LAYOUT

Title

The title should be brief but should describe the subject sufficiently to distinguish the paper from others, e.g.

An evaluation of a designated driver program: Barriers and facilitators of behaviour change

Name(s) of author(s) and affiliations

These should be in the following format:

Cross, W.¹ & Brown, C.²

¹School of Science, West University

² Department of Engineering, Technology Institute

Abstract

The abstract to be published with the paper should be self-contained and explicit, setting out the ground covered and the principal conclusions reached. The suggested length is 150 - 200 words.

Keywords

At least three and not more than six keywords (e.g. Young Drivers, Behaviour Change, Speeding, Speed Enforcement)

Body of Paper

The body of the paper should include relevant headings such as:

Introduction

Methods

Results

Discussion

Conclusion

Recommendations

Equations – should be numbered consecutively as they appear in the text with Arabic numerals, and should be referred by their numbers only. Equations must be typed and 5mm should be left clear above and below each equation.

Tables and Figures – should be numbered consecutively with Arabic numerals, e.g. Table 1, Table 2, etc. Tables & Figures may be in colour, though please ensure the total file size does not exceed 5MB.

Acknowledgements – Any out of the ordinary assistance should be acknowledged.

References

References should be shown in text, e.g. (Watson & Freeman, 2007) and listed alphabetically at the end, e.g.

Watson, B. & Freeman, J. 2007. Perceptions and experiences of Random Breath Testing in Queensland and the self-reported deterrent impact on drunk driving. *Traffic Injury Prevention*, 8(1): 11-19.

Appendices

If more than one, appendices should be lettered A, B, etc. e.g. Appendix A.