

# Solid Waste World Congress

## PRESENTATIONS

Postgraduate and undergraduate students, academics, researchers, and the global science community are all invited to give lectures based on partial or final research findings and to systematize experiences and reports in project implementation, practices, or programs on the Congress agenda under the following guidelines:

## LECTURES

- Lectures will be 20 minutes long (15 min to present and 5 min to pose questions) and held on-site, on-line, or audiovisual.
- Speakers are required to submit a research report in which his theoretical framework, cited literature, findings, conclusions, and contributions are set out clearly and precisely. The total length of the document should be between 4 and 8 pages and its parts (abstract, tables, annexes, etc.) should be limited to 1 page (500 words).
- The layout of the lecture is further described in the Speakers Instruction section.
- They must click on the [Proposal Submission](#) link upon papers reception date.
- Lectures should be topic related.
- All proposals should be submitted through the pertinent platform. They will not be accepted in any other way.
- Proposals' revision will be coordinated by the Scientific Committee and the group responsible for each thematic area.
- The Committee will leave out proposals that are not using the format requested.
- The number for co-authors for every lecture is 4. Co-authors must pay the corresponding fee.

## Instructions To Report Writing

### Format

- You are requested to use the templates for the text document and PPP slides.
- If these proposals do not comply with the format requirements, the Committee will reject them even if their content is suitable.
- Proposals will be checked with Turnitin. In case there's a similarity over 20%, excluding cited literature, the corresponding author will be notified, and his document will be rejected.
- Prior to the presentation, authors will receive their certificate of acceptance which attests their participation and their authoring via email.
- Approved papers will be uploaded and saved in the Congress platform so that participants and public can download them for consultation.
- After the event, the Scientific Committee and the Planning Committee will select and ask authors if they like to include their documents as Book Chapter. If they agree, they will have to modify them according to the theme given and the format, write a statement of authenticity and assumed commitment against any intellectual property-related lawsuit.
- If accepted, revising and ruling will be undertaken via single-blind peer review.
- Authors authorize the Editorial and Scientific Committee, by means of a Copyright Waiver, have their works be included in digital and on-line memories so they can be edited, reproduced, distributed, displayed and transmitted in print or electronically.

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## LAYOUT

Text layout goes as follow:

- Title
- Authors, institution, and email
- Summay
- Abstract
- Keywords
- Introduction
- Conceptual framework
- Methodology
- Results
- Discussion and conclusions
- Cited literature

You must use this format for proposal submission. You will find the link [Template download](#) at the end of this page with this format.

Consider the following aspects for report writing.

### **Cited literature.**

APA 7<sup>a</sup> edition will be your guide for textual quotation and cited literature ([www.apastyle.org](http://www.apastyle.org).) Although you won't be using some APA elements, spacing, layout and others must be taken into consideration.

Composed in Times New Roman, size 10, single-spaced, indent paragraphs 1 cm

Authors are responsible for cited literature truthfulness. References are given in alphabetical order and adjusted to APA guidelines and quotations in text must be properly Cited according to the corresponding literature.

**Heading.** The title is included, align to the left in Italic size 10

### **Photographs, tables, graphics, diagrams**

They're needed to complement or clarify the text. Number them consecutively according to their type (table, graphic, etc.)

Table's name in Italic. Number and name in size 12, while content and notes in 10. The table is aligned to the left, not center. No periods after the number nor the name of the Table.

Drawings, figures, and images are aligned to the left and the title at the bottom. Name of figures will be in normal font (no italics) and line with its number.

### **Content and labels in special texts, font**

Times New Roman, size 10. Graphics, tables, images, footnote, headings, textual quotation, cited literature of more than 40 words (independent paragraphs). Indent paragraphs 1 cm both sides.

**Font:** Times New Roman size 12

**Language:** text content either Spanish or English, except for the abstract which must be written in both languages

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**Spacing:** single spacing.

**Text justification:** whole text except for heading, footnote, and subheadings left-justified.

**Bullets and Numbering:** indent 0.5 cm and indent text 1 cm. We advise to use few of them.

**Margins:** left and right, lower, and upper margin 2,54 cm (1 inch).

**Authors name, email, and institutional affiliation:** First, authors first and last name. Second, institutional affiliation (no acronyms, write full name). Third, country and fourth, email address. Do the same for several authors.

Use capital letters for name and last name initial letter. Left justification. First last name in bold.

**Names, symbols, and nomenclature:** you can use common ones.

**Notes:** number them consecutively and footer text, minimum use, size 10. Avoid footnotes serving as cited literature in which case, they go in the text according to APA 7.

**Sentences:** single spacing in each sentence.

**Page numbering:** left heading, Italics size 12

**Keywords:** below the abstract leaving one blank space, include 5 to 10 keywords or short phrases (lexemes or descriptors).

Use 1cm indentation both sides. Keywords in italics, then colons and words, use commas to separate them.

**Paper, size:** letter 21,59 x 27,94 cm (8,5 x 11 inch).

**Paragraphs indentation:** 1cm indent paragraphs, except for formulas, name, tables or figures, and symbolic math.

**Paragraph spacing:** no need to add separation “periods” before or after the paragraph but leave a blank space after each paragraph. Use a simple paragraph spacing.

**Footer aligned to the right:** the text must be incorporated: Solid Waste Final Disposal 1<sup>ST</sup> World Congress. Tuxtla Gutiérrez, Chiapas Mexico. 2024. Use 10-point font in italics.

**Summary:** Place the name “Summary” in this section and make sure to include it (in Spanish and English with lowercase letters, bold font and centered. Normal 12-point font).

**Length:** must be between 75 and 150 words, in Spanish and English. The summary should be structured as follows, very briefly: introduction, which will include the objective or purpose of the research, methodology, and main findings or conclusions.

**Indentation:** All text must be indented by 1 cm on both sides for all lines of the summary; the first line does not require indentation. If there are multiple paragraphs, the following paragraphs should be indented 0.5 cm on the first line.

**General title of the presentation.** It should be as illustrative and concise as possible and no more than 12 meaningful words.

**Titles, levels, first level, title of the presentation:** The first letter should be in capital and the following letters in lowercase. The title should be in bold, centered and in 16-point font.

**Second level:** The first letter should be in capital and the following letters in lowercase. The rest of the letters should be in bold and centered, and in 12-point font.

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**Third level.** First letter capital and lowercase for the rest of the letters, bold and text aligned to the left.

**Fourth level:** With indentation. First letter capital and lowercase the rest of the letters, bold and text aligned to the left. The punctuation (one point) and then the paragraph follows.

**Fifth level:** With indentation. First letter capital and lowercase, the rest of the letters, italics, bold, and text aligned to the left. Punctuation (one point) and then the paragraph follows.