# TEMPLATE FOR PAPER

This page is a formatting example for the paper. **Download and type into the paper template** and the correct headings, font, spacing etc, will result.

When completed, delete any track changes and save the paper in **WORD (.docx)** format before submission.

Underline the presenting Author only.

Please conform to the MetPlant Guide to Authors when using this template. Any submissions that do not conform will be returned to Authors for correction.

TITLE OF PAPER

*A Author1, B Author2, C Author3*

1. Postnominals (optional – please note convention laid out below\*), Position title, Organisation name, Address, Email address, mobile number
2. Postnominals, Position title, Organisation name, Address, Email address
3. Postnominals, Position title, Organisation name, Address, Email address

# ABSTRACT

Text here

# INTRODUCTION

Text here

# FIRST SECTION

Text here

## Level 2 heading

Text here

### Level 3 heading

Text here

#### Level 4 heading

Text here

# SECOND SECTION

Text here

# CONCLUSIONS

Text here

# ACKNOWLEDGEMENTS

Text here

# REFERENCES

Text here

Example Dot points, Figures and Table



Figure 1: Below & Centred

Table 1: Above and centred

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |

Dot point example:

* do not capitalize the first word of each line
* do not finish a line with a comma
* second last line, do not add the text “, and”
* last line must end with a period symbol “.”.

\* General conventions for Australian (and Commonwealth Country) authors – please check for your own jurisdiction if in the Americas, Asia, Africa, Europe)

In general, postnominals are arranged in the following sequence:

1. Honours promulgated by the Governor-General in the Commonwealth Government Gazette,
2. Honours and Appointments promulgated by a State Governor or Territory Administrator in the relevant State Government Gazette, e.g. King's Counsel (KC), Senior Counsel (SC), and Justice of the Peace (JP),
3. Degrees and diplomas, first grouped according to the corresponding [Australian Qualifications Framework](https://en.wikipedia.org/wiki/Australian_Qualifications_Framework) levels and ordered from lowest-to-highest, then in chronological order within those groups,
4. Fellowships then memberships of professional and academic bodies,
5. Parliamentary and military designations.

Full-stops are not usually used in postnominals.

<https://en.wikipedia.org/wiki/List_of_post-nominal_letters_(Australia)>