**Proceedings of the 5th ESA Workshop on Advanced Flexible Telecom Payloads**

**18th – 20th March 2025**

**ESA/ECSAT**
**Harwell Campus, Didcot, United Kingdom**

Title of the Paper

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# INTRODUCTION

The proceedings for the **5th ESA Workshop on Advanced Flexible Telecom Payloads** will be available in electronic format to all participants at the workshop. The following instructions provide guidelines for preparing the required electronic format. **Each submission should resemble these instruction sheets in format and style when completed.** Please read all instructions thoroughly to avoid errors that could result in your paper(s) being omitted from publication.

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Publication of a paper in the proceedings of the **5th ESA Workshop on Advanced Flexible Telecom Payloads** is contingent upon the receipt of the electronic version of the paper **in PDF** format by the paper submission deadline announced on the workshop website.

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Each paper is limited to a **maximum of 8 single-sided pages**. Prepare your paper using the following guidelines:

Margins: In order to achieve a paper-format independent print area of 17x23.4 cm (6.7x9.21 inches), please adjust your word processor to the following margins shown in Table 1.

 Table 1. Recommended margins for the paper

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| --- | --- | --- |
| Paper format: | **US LETTER** | **A4** |
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| Margin RIGHT | 0.90 | 2.29 | 0.79 | 2.00 |
| Margin TOP | 1.00 | 2.54 | 1.00 | 2.54 |
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Text: The text shall be organised in a **single column**, left and right justified. Use single spacing in the body of the text and double spacing between sections.

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Normal text: 10 pt (regular text)

Text in tables: 9 pt (regular text)

Symbols: 12 pt ( W @ f )

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Should be centred and number equations consecutively with equation numbers in parentheses flush with the right margin. To make your equations more compact, you may use the solidus (/), the exp function, or appropriate exponents. Italicise Roman and Greek symbols for quantities and variables. Use a long dash (en dash) rather than a hyphen for a minus sign. Use parentheses to avoid ambiguities in denominators. Punctuate equations with commas or periods when they are part of a sentence. Be sure that the symbols in your equation have been defined before the equation appears or immediately following. Use “(1)” not “Eq. (1)” nor “equation (1)” except at the beginning of a sentence, then use “Equation (1) is....”. An example for an equation is:

  (1)

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Position figures and tables at the top and bottom of pages. Figure captions should be below the figures; table captions should be above the tables. Avoid placing figures and tables before first mentioned in the text. Use the abbreviation “Fig.1,” even at the beginning of a sentence. All images must be embedded into your document. The type of graphics you include will affect the quality and size of your electronic paper.

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 Fig. 1. Meteosat Visible channel showing clouds over Europe

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Define abbreviations and acronyms the first time they are used in text, even after they have been defined in the abstract. Abbreviations such as TTC, TM, TC, ac and dc do not have to be defined. Do not use abbreviations in the title unless they are unavoidable.

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## Sample References

1. G. Eason, B. Noble, and I.N. Sneddon, “On certain integrals of Lipschitz–Hankel type involving products of Bessel functions,” *Phil. Trans.. Roy. Soc. London*, vol. A247, pp. 529551, Apr. 1955.
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