**EXPANDED ABSTRACTS**

**FORMAT**

Odd pages must contain a shortened version (should not exceed 50 characters) of the Abstract title at the top of each page in 9-point normal type, aligned in the center of the abstract. Even pages must contain the authors last names. There should be one solid line between the shortened title and the text of the abstract. The abstract format should follow the enclosed Example entitled, “Speleological Geophysics - Methodology for the Application of Geophysics in Iron Cave Studies" (file example.pdf)

- Expanded Abstracts must be formatted to fit an 8.5” wide x 11” high page (U.S. letter-size paper) and must be limited between 4 (four) to 6 (six) pages including figures, and must be single-spaced.

- Authors should use Arial, 9-point, normal weight font.

- Authors are recommended to avoid too many mathematical equations. Fonts used in equations must be fully licensed and embeddable.

- Margins must be set as follows:
Top - 2,0 cm Bottom – 2,0 cm
Left - 2,0 cm Right – 2,0 cm.

- Text must be justified on both right and left sides. Authors should use two columns (8,16 cm width, 1,27 separation) of type per page and can change the number of columns within an abstract to accommodate illustrations. One column must be used for Title and Author Blurb.

- The first page begins with the title of the Abstract set in 12-point bold type, aligned on the left margin. Use lowercase for all words in the title except for the first word and proper nouns. The title should not exceed 235 characters. No Greek alphabet characters are to be used in titles. SBGf logo (sbgflogo.png),must be placed at the top, aligned on the right margin of the first page. It must be 2,5 cm width and 1,5 cm height.

- On the line immediately after the title of the Abstract, enter the Author Blurb. This is the name and Company Name of each author in 9-point type, also aligned on the left margin. Place an asterisk (\*) next to the name of the person presenting the abstract. Remember: The Company Name for each author should be listed as the company the author was employed at the time the research was completed.

- The text below must be placed just after the Author Blurb, on top of the first column, using Arial 6-point, normal weight font, 6-point paragraph separation:

- Category headings (i.e., Summary) should be 9-point bold type, left alignment only. Separate the category headings from the rest of the text by 6-point space.

- Paragraphs should not be indented; instead, separate paragraphs with 6-point space.

- In the footer of all pages must be written: “18thInternational Congress of the Brazilian Geophysical Society” using Arial, 9-point, normal font.

Organization of the Abstract’s content should closely follow this scheme:
1. Summary or Abstract (must be in English)
2. Introduction
3. Theory and/or Method
4. Examples (optional)
5. Conclusions
6. References
7. Acknowledgments (optional)

- For Microsoft Word users, a template file is provided on the top. Details, such as margins, font size and paragraph indentation, are already adjusted enabling you to start typing according to the proposed model by clicking twice over the file [Word Template](https://sbgf.org.br/congresso/assets/archives/Abstract%20Template%20Expanded.doc).

- Prospective authors are encouraged to submit their abstracts preferably in Acrobat Writer (.pdf ) format. Abstracts submitted in Microsoft Word for Windows (.doc) or post-script (.ps) format will be accepted. However, the Organizing Committee is not responsible for any problem caused when the file will be converted to PDF format.

**Illustrations**

- All illustrations should be located at the end of the paper or within the body of the text, and should not exceed the available area for text nor hide the header and/or footer of the page.

- Captions should appear just below the figures and must be sequentially numbered.

- Illustrations can be in color or black and white.

**Tables**

- Tables should be typed compactly, not exceeding the limits of the text paragraph or hiding the header and footer of the page.

- Table captions should appear above them, numbered sequentially.

**SHORT ABSTRACTS**

**FORMAT**

- Short abstracts must be formatted to fit an 8.5” wide x 11” high page (U.S. letter-size paper) and

must be limited 1 (one) page and must be single-spaced.

- Authors should use Arial, 9-point, normal weight font.

- Authors are recommended to avoid showing mathematical equations in short abstracts. Authors

should consider submitting an expanded abstract if mathematical equations are necessary.

- Margins must be set as follows:

Top - 2,0 cm Bottom – 2,0 cm

Left - 2,0 cm Right – 2,0 cm.

- Text must be justified on both right and left sides. Authors of short abstracts should use single

column format.

- The first page begins with the title of the Abstract set in 12-point bold type, aligned on the left

margin. Use lowercase for all words in the title except for the first word and proper nouns. The

title should not exceed 235 characters. No Greek alphabet characters are to be used in titles.

SBGf logo (sbgflogo.png),must be placed at the top, aligned on the right margin of the first page.

It must be 2,5 cm width and 1,5 cm height.

- On the line immediately after the title of the Abstract, enter the Author Blurb. This is the name

and Company Name of each author in 9-point type, also aligned on the left margin. Place an

asterisk (\*) next to the name of the person presenting the abstract. Remember: The Company

Name for each author should be listed as the company the author was employed at the time the

research was completed.

- The text below must be placed just after the Author Blurb, on top of the first column, using Arial

6-point, normal weight font, 6-point paragraph separation:

- For short abstracts, only the “Abstract” Category heading should be present, with 9-point bold

type, left alignment only. Separate the category heading from the rest of the text by 6-point space.

- Paragraphs should not be indented; instead, separate paragraphs with 6-point space.

- In the footer of the short abstract single page must be written: “18 th International Congress of the

Brazilian Geophysical Society” using Arial, 9-point, normal font.

- For Microsoft Word users, a template file is provided. Details, such as margins, font size and

paragraph indentation, are already adjusted enabling you to start typing according to the

proposed model by clicking twice over the file Word Template .

- Prospective authors are encouraged to submit their abstracts preferably in Acrobat Writer (.pdf )

format. Abstracts submitted in Microsoft Word for Windows (.doc) or post-script (.ps) format will

be accepted. However, the Organizing Committee is not responsible for any problem caused

when the file is converted to PDF format.

**Criteria for Paper Acceptance**

Authors must consider that each paper will be judged strictly on the submitted expanded abstract, not the expected oral presentation. Each paper will have two reviewers and sometimes more, if needed. The Technical Program Committee is focused on improving the quality of the papers presented and limiting the number of simultaneous sessions. To accomplish this it may be necessary to reject a larger fraction of the papers than in the past. The abstract volume will be published as submitted; there will be no opportunity for change.

**Technical Content**

A good paper will present technically solid, fresh, enlightening ideas. The discussion will be pertinent and well focused on the topic and of the appropriate length.

**Conclusions**

The paper makes definitive conclusions. These conclusions are supported by data with appropriate figures or well presented, convincing arguments. If your paper is part of an ongoing study, then it has reached a plateau with definite conclusions supported by data presented in figures.

**Prior Publication**

Figures and content cannot have been included in previous publications. A significant portion of the paper is new.

**Format**

Authors have followed the guidelines and submitted abstracts on the appropriate forms. The abstract is of sufficient length to present the topic and allow the reviewers to judge its quality.

**Coherency**

The paper is well written and readily understandable. If translated, it also meets these criteria. There are no typographical errors or obvious mistakes. Since this is an official 18th IC of SBGf publication and there is no way to correct errors, a paper with grammatical and typographical errors reflects on all participating organizations.

**Commercialism**

The paper has no reference to proprietary products, service names, or trademarks. If commercial reference occurs, it occurs once and only serves to indicate that certain products or services incorporate the method being presented. Repeated references to products are cause for rejection.

**An Important Note for Consideration**

Studies have repeatedly shown that an audience generally understands and remembers:
Approximately 25 to 30% of what they hear. But approximately 60 to 75% of what they see.

**COPYRIGHT**

All authors of papers presented at the 18th IC of SBGf will be required to submit a Transfer of Copyright to the Brazilian Geophysical Society.

One solid line must separate the text below from the paper text:

“Copyright 2023, SBGf - Sociedade Brasileira de Geofísica.This paper was prepared for presentation at 18th International Congress of the Brazilian Geophysical Society, held in Rio de Janeiro, Brazil, 16-19 October 2023. Contents of this paper were reviewed by the Technical Committee of the 18thInternational Congress of the Brazilian Geophysical Society. Ideas and concepts of the text are authors’ responsibility and do not necessarily represent any position of the SBGf, its officers or members. Electronic reproduction or storage of any part of this paper for commercial purposes without the written consent of the Brazilian Geophysical Society is prohibited.”

**PUBLICATION OF PAPERS**

The papers will be evaluated during the presentation at the 18th IC of SBGf. The authors with abstracts selected by the Technical Committee will be invited to submit their papers for publication in Revista Brasileira de Geofísica (Brazilian Journal of Geophysics).

**CONFIRMATION OF RECEIPT**

Upon receipt of your paper, the SBGf office will send you an e-mail for confirmation. Notification of acceptance/rejection of your abstract will be sent by e-mail by early May 2021.
If you have any questions, please do not hesitate to contact the Organizing Committee (techprog2023@sbgf.org.br) for assistance.