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**Abstract**. Start your abstract here… All articles *must* contain an abstract.The abstract text should be formatted using 10 point Times or Times New Roman and indented 25 mm from the left margin. Leave 10 mm space after the abstract before you begin the main text of your article, starting on the same page as the abstract. The abstract should give readers concise information about the content of the article and indicate the main results obtained and conclusions drawn. The abstract is not part of the text and should be complete in itself; no table numbers, figure numbers, references or displayed mathematical expressions should be included. It should be suitable for direct inclusion in abstracting services and should **not normally exceed 200 words** in a single paragraph.

1. Introduction

The first paragraph after a heading is not indented (Bodytext style).

Other paragraphs are indented (BodytextIndented style).

1. Formatting your text

As mentioned in the introduction section, the first paragraph that appears right after a heading is not indented.

The other paragraphs, however, should be indented by 5 mm using the same format given in this sentence. The text of your paper should be formatted as follows:

* 11 point Times or Times New Roman.
* The text should be set to single line spacing.
* Paragraphs should be justified.

## Style and spacing of sections, subsection and subsubsections

The use of sections to divide the text of the paper is optional and left as a decision for the author. Where the author wishes to divide the paper into sections the formatting shown in Table 1 should be used. The table is also a typical example of how a table should appear in your paper. As shown, The caption is placed above the table. Leave 6 pt of space between the caption and the top of the table.

* + 1. A subsubsection. The paragraph text follows on from the subsubsection heading but should not be in italic.

1. Figures

Each figure should have a brief caption describing it and, if necessary, a key to interpret the various lines and symbols on the figure. Wherever possible try to ensure that the size of the text in your figures (apart from superscripts/subscripts) is approximately the same size as the main text (11 points).

## Positioning figures

Individual figures should normally be centred but place two figures side-by-side if they will fit comfortably and save space. Place the figure as close as possible after the point where it is first referenced in the text. If there are a large number of figures it might be necessary to place some before their text citation. Figures should never appear within or after the reference list.

## Figure captions/numbering

Captions should be below the figure and separated from it by a distance of 6 points—although to save space it is acceptable to put the caption next to the figure if the caption text wider than the graphics. Figures should be numbered sequentially through the text—‘Figure 1’, ‘Figure 2’ and so forth and should be referenced in the text as ‘Figure 1’, ‘Figure 2’,… and not ‘fig. 1’, ‘fig. 2’, …. The caption should finish with a full stop (period). The following example shows how to format a figure/caption.

|  |
| --- |
| WiderFigureShortCaption |
| **Figure 1.** Figure with short caption (caption centred). |

If a figure has parts these should be labelled as (a), (b), (c) etc. on the actual figure. Parts should not have separate captions.

1. Tables

Note that as a general principle, for large tables font sizes can be reduced to make the table fit on a page or fit to the width of the text.

* 1. *Positioning tables*

Tables should be centred unless they occupy the full width of the text.

* 1. *Tables in parts*

If a table is divided into parts these should be labelled (a), (b), (c) etc but there should only be one caption for the whole table, not separate ones for each part.

* 1. *Table captions/numbering*

Tables should be numbered sequentially throughout the text and referred to in the text by number (table 1, **not** tab. 1 etc). Captions should be placed at the top of the table and should have a full stop (period) at the end. Except for very narrow tables with a wide caption (see examples below) the caption should be the same width as the table.

* 1. *Rules in tables*

Tables should have only horizontal rules and no vertical ones. Generally, only three rules should be used: one at the top of the table, one at the bottom, and one to separate the entries from the column headings. Table rules should be 0.5 points wide.

* 1. *Examples*

Because tables can take many forms, it is difficult to provide detailed guidelines; however, the following examples demonstrate our preferred styles.

|  |  |  |
| --- | --- | --- |
| **Table 1.** Formatting sections, subsections and subsubsections. | | |
|  | Font | Spacing |
| Section | 11 point **Times bold** | 1 line space before a section  No additional space after a section heading |
| Subsection | 11 point *Times Italic* | 1 line space before a subsection  No space after a subsubsection heading |
| Subsubsection | 11 point *Times Italic* | Subsubsections should end with a full stop (period) and run into the text of the paragraph |

1. Equations and mathematics

Make sure that your Equation Editor or MathType fonts, including sizes, are set up to match the text of your document. In formatting vectors, bold italic characters is the preferred style but the author may use any standard notation; for example, any of these styles for vectors is acceptable:

‘the vector cross product of ***a*** and ***b*** is given by …’, or

‘the vector cross product of **a** and **b** is given by …’, or

‘the vector cross product of and is given by …’.

## Alignment of mathematics

The preferred style for displayed mathematics is to centre equations; however, long equations that will not fit on one line, or need to be continued on subsequent lines, should start flush left. Any continuation lines in such equations should be indented by 25 mm.

Below are two examples of displaying equations.

 (1)

where *ϕk* is ….. (remember that all symbols used in equations are defined.)

 (2)

## Equation numbering

Equations may be numbered sequentially throughout the text (i.e., (1), (2), (3),…) or numbered by section (i.e., (1.1), (1.2), (2.1) ,…) depending on the author’s personal preference. When referring to an equation in the text, always put the equation number in brackets—e.g. ‘as in equation (2)’ or ‘as in equation (2.1)’—and always spell out the word ‘equation’ in full, e.g. ‘if equation (5) is factorized’; do not use abbreviations such as ‘eqn.’ or ‘eq.’.

1. Citing references in the text

As part of the production system for IOP guidelines for *Conference Series*, online versions of all reference lists will, wherever possible, be linked electronically using CrossRef. **It is *vitally* important for all the references to be accurate and to be carefully formatted using the guidelines below**. A complete reference should provide the reader with enough information to locate the article concerned, whether published in print or electronic form.

Please use the **Vancouver numerical system** where references are numbered sequentially throughout the text. The numbers occur within square brackets, like this [2], and one bracket can be used to designate several references. The reference list gives the references in numerical, not alphabetical, order. There should be a 5 mm gap between the reference number and the start of the reference text. Second and subsequent lines of individual references should be indented by 5 mm.

Note that including article title in IOP Conference Series is optional, like the case in [2] below. For articles in COTech & OGTech conference proceeding, authors can opt to include or exclude article title in their citation list, but be consistent for each article.

Journal titles appear *in italic* and abbreviated. For journal abbreviations in Science and Engineering, for example, this site can be used: <https://woodward.library.ubc.ca/research-help/journal-abbreviations/>.

References (Examples from published works)

1. Gudmestad O T 2018 Technological challenges for sustainable use of the arctic seas, *Int. J. Offshore Polar Eng.* **28**(4), 337-41.
2. Byberg K I, Gebisa A W and Lemu H G 2018, *Polym. Test.* [**72**](https://www.sciencedirect.com/science/journal/01429418/72/supp/C), 335-47. (Example without article title)
3. Pavlou D 2015 *Essentials of the Finite Element Method* 1st Ed. (Oxford: Elsevieer) p 500.
4. Joseph R S, Wang J, Ong M C and Jakobsen J B 2017 Vortex induced vibration (VIV) effects of a drilling riser due to vessel motion *Proc. of 1st COTech Conf.* (Stavanger: Nov 30 – Dec 1, 2017) Eds H G Lemu et al. (IOP Conference Series: Material Science and Engineering) vol 276.