

**Guidelines for Abstracts**  
**SFPE Engineering Technology Conference**  
**Due March 30, 2010**

Abstracts should provide sufficient detail regarding scope, results and applications to determine the quality and applicability of the engineering concepts that would be presented. References may be included. Presentations should be noncommercial in nature.

**Detailed Guidelines**

- Length: 1 page. Center the name, company or organization, and address at the top of the first page, immediately under the title of the paper.
- Paper Size: 8 ½” x 11” (preferred) or A4 paper. Please use plain paper, rather than letterhead.
- Format: Hard copy.
- Font: Times Roman 12 point
- Margins: Left and right justified, 1” on all sides
- Spacing: Single
- Paragraphs: Skip one line between paragraphs, but do not indent paragraphs.
- Sections: Use all capitals for titles of major sections. Use uppercase and lowercase to title subsections.

**Title (Bold, 14 Point, Times Roman)**

**Author (Bold, 12 Point, Times Roman)**

**Affiliation**

**Address**

**Phone and Email**

The text should not be indented and should be justified between margins. The text should not be indented and should be justified between margins. The text should not be indented and should be justified between margins. The text should not be indented and should be justified between margins.

**Submit Abstract to:** Society of Fire Protection Engineers, 7315 Wisconsin Avenue, Suite 620E  
Bethesda, MD 20814 ~ Phone: 301-718-2910 ~ Email: [jgordon@sfpe.org](mailto:jgordon@sfpe.org).

**Thank you for your interest and support in SFPE’s Engineering Technology Conference!**