

## **AUTHOR'S GUIDE TO ABSTRACTS and PRESENTATIONS**

### **Time schedule:**

**1 July**

#### **Final version of the abstract**

- must be sent to the EUMA office [info@european-mountaineers.eu](mailto:info@european-mountaineers.eu)

**20 August**

#### **Final version of the presentation in pptx or ppsx format**

must be sent to the EUMA office [info@european-mountaineers.eu](mailto:info@european-mountaineers.eu)

- PDF version will be stored in the ERA and EUMA archive for further use
- the final version must be accompanied by the author permission for the storage and further use of the presentation for EUMA and ERA conferences/congresses

## **ABSTRACT**

### **Abstract treatment (use):**

- the abstract will be published as a Working material for the “4<sup>th</sup> European Trails and Paths Conference”, which will be held on 9-12 October 2025 in Macugnaga, Italy
- the abstract stays in the EUMA/ERA archive
- the abstract will be implemented with the unified design for the Working material, published and stored in PDF format
- the Working material will be distributed to the registered participants of the Conference in the calendar week 39 (22.09.)

### **Abstract guidelines:**

- the abstract shall be prepared in Word format
- except the title, the unified font is: Calibri, 11pt
- the complete abstract must fit into two pages of A4 format

### **TITLE**

(Calibri, 14pt ,BOLD, CENTER)

**Author(s):** using first name, middle initial and surname + organisation name. If more authors are involved, their names should be separated by “;”.

**Keywords:** please use max. 5 keywords.

**Abstract (summary):** Abstract should be written according to instructions given: maximum 300 words. This abstract should be a succinct condensation of what the presentation reports and should cover the purpose, methodology, results and conclusions.

**Literature:**

Literature should be written in the Harvard style.

- [1] Books: author's last name, first letter of the author's name, (year of publication) title of the book, place of publication, publisher
- [2] Magazines: author's last name, first letter of the author's name (year of publication), title of the paper, name of the magazine, issue number, page
- [3] Internet: website link, title of the internet source

**Contact details:** responsible person, organisation name, website, e-mail.

**Picture, logo, table:** The abstract can contain one picture or table and should contain the logo of the organisation/project, all available in the high resolution quality, gif or jpg format.

## PRESENTATION

**Presentation treatment (use):**

- the presentation will be published by the author/appointed person at the "4<sup>th</sup> European Trails and Paths Conference", which will be held on 10-12 October 2025 in Macugnaga, Italy
- the presentation stays in the EUMA/ERA archive, with the author permission for using the data (with copyright) for the future purposes of EUMA and ERA.
- the presentation is stored in PDF format
- the full presentations (incl. Description document) will be distributed to the participants of the Conference in the week 43 (20.10.)

**Presentation guidelines:**

The length, max: ca. 20 min.

- the presentation must be prepared in English language, spoken language: English
- the first slide must contain the title of the presentation and the name of the author(s) + organisation(s)

- the last slide must include the complete contact details:
- name of the organisation(s), event. responsible person(s) + webpage(s), e-mail(s)
- authors of results/articles/questionnaires/citation from other sources used in the presentation must be quoted (mentioned) – directly in the presentation or in the Description document: author, research material, year of publication
- pictures in the presentation must include copyright. All pictures must have free copyright for the future purposes of EUMA and ERA.
- in case any video with the sound will be used for the presentation – the Executive Board must be informed about it
- pictures and tables must include the description (described further)

**Description document:**

- o in case pictures and tables cannot be described in writing directly in the presentation, the presentation must be accompanied by the Description document annotating pictures and tables (necessary for further understanding of the slides without speaker's explanation)
- o the Description document must include:
  - title of the presentation
  - author and organisation name
  - No. of the slide (presented no. of page on the slide) and the relevant description (author, research material, year of publication, what the picture of table represents or why was used such an example)
- o max. length of the Description document is five pages of the A4
- o the document must be sent together with the final version of the presentation

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During the Conference a panel discussion will be held after each block of presentations for specific topics, the author is expected to actively participate in that panel discussion

All questions can be consulted with the Executive Committee at:

[info@european-mountaineers.eu](mailto:info@european-mountaineers.eu)