

Florida GeoGebra Conference, 2019

Papers (8p.) and posters(4p.) style template:

English, Spanish or Portuguese

Type your title here (the style is called heading 1, do not capitalize words)

Type the name(s) of the author(s) here (use “and” before the last author, do not write comma before “and”) and underline the Presenting Author(s)

Type the author(s) institution(s) here, country; email@google.com

Example follows

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Please read this first. You are advised to make *two* copies of this electronic template file. Keep one as a backup, and for reference. Use the other as the template for your paper. Preferably delete all the text from the second before you begin writing, and use the styles provided to format it, following the guidance below. If you are not familiar with using styles, you may prefer to type directly into the formatted sections above and below (which will incorporate the relevant styles) and then delete the guidance afterwards. Several styles are provided (details are given below). *Do not add or import any additional styles to the document you submit.* This can happen inadvertently if you copy and paste from another file. This can be avoided by first pasting into a text editor, such as Notepad. If you don't normally use styles in WORD, you would benefit from finding out about styles before you use this template.

Type your abstract here. The purpose of this paragraph is to draw attention to the style for abstracts, which is Normal, italic, and the length is up to 10 lines.

Keywords: Type the keywords here, the first letter of the first keyword (only) is capital, there is a comma between keywords and a dot at the end. Use 3 to 5 Keywords. If possible, use reference keywords found on <http://eric.ed.gov/?ti=all>.

Please notice that poster proposals do not include an abstract, only keywords.

The main section heading is called heading 2.

This is the style **Normal**. The style automatically provides a 6pt space after paragraphs, which means that you don't need to leave a line between paragraphs.

This is Style Heading 3, if you need it.

We hope that the three Heading Styles will suffice to structure your paper. Please avoid numbering sections (as opposed to lists and footnotes) 1, 1.2, etc.

Table 1: Titles of tables, figures, diagrams, are in the style FigTitle, no dot at the end

Figure 1: Title of the figure, no dot at the end

For transcripts, use the style **Transcript** as follows:

Student: Yes, OK.

Tutor: And the first thing to note is, that's a particularly easy one because four squared is sixteen, which is minus one modulo 17.

If the lines of the transcript need to be numbered, use the style **Numbered Transcript** as follows.

177 Interviewer: How did you do that?

178 Pupil: First I added the nine to 62 to get 71, then I added the 40, so I got 111 altogether. I think that's what I did.

But if you make no reference to the line numbers, the style Transcript is preferred.

Examples of references in the text: "As Smith (2010) states ... Research shows (Smith, 2010; Novak, 2011)...". *Use APA styles!* Note where commas are (or are not) included: (Smith & Novak, 2011; Smith, Novak, & Fuchs, 2012; Zavrel et al., 2011).

For direct quotations in the text, use inverted commas but no italic as in the following example:

Smith (2010, pp. 1–5) states that "pupils should learn more".

Smith states that "pupils should learn more" (Smith, 2010, pp. 1–5).

Indented quotations like this (more than two lines) are in the style **Quote** (note that no italic and inverted commas are used). Finish the quote with the proper citation such as the one here. No dot after it. (Smith, 2014, p. 15)

For short and long quotations, the reference should include the page number(s) where the quotations are placed.

Notes are footnotes¹.

Acknowledgment

Type any acknowledgment here.

¹ This is the style Footnote.

References

Are in the Style **References**. Please make sure you've omitted nothing e.g. places, page numbers (where appropriate). *References must be in the APA style!*

(http://www.tandf.co.uk/journals/authors/style/reference/tf_A.pdf, see also

<http://www.apastyle.org/learn/tutorials/basics-tutorial.aspx>)

Things to be aware of:

et al. – write with a full stop.

Do not use abbreviations Fig., Tab. When referring to figures and tables, use the whole word with the first capital letter: “In Figure 1, we can see...”

Do not forget to add country as well as town for references to books and proceedings.

Do not forget to add editors for proceedings (using Eds. – capital letter and a dot) and page numbers for chapters in the books and proceedings.

Do not forget to add both volume and number for articles in journals, such as 4(2). Note that the volume is in italic.

In the list of references, use italic only for titles of books, proceedings and journals or titles of the lecture (when a lecture is referenced to – if the lecture was published in a proceedings, the reference should be made to the proceedings), and volumes for journal articles.

For the range of pages, use the dash, not the hyphen, no spaces around it. Correct is: 5–6, incorrect is 5-6 or 5 – 6.

Style Summary

Only if you're interested in the technical details - you don't need to read or know any of this.

The frame size is set at 170mm by 247mm, with 23mm at the top and 27mm at the bottom, 20mm left and right.

The ten styles in use (all use Times font) are:

Heading 1: 16pt bold (centred).

Normal: 12pt Times justified, line spacing at least 16pt, with 6pt after paragraphs. Other styles are based on Normal.

Heading 2: 14 pt bold.

Heading 3: 12 pt bold.

Quote: 12 pt with left indent 0.5cm.

FigTitle: 11pt bold, centered, with 6 pt spacing above.

Transcript: 12 pt, left indent 0.5cm, hanging indent 2.5 cm (beyond the indent)

144 Numbered Transcript: 12 pt, left indent 0.5cm, hanging indent 3.5 cm (beyond the indent), Tab at 1.5cm

Footnote: 10 pt.

References: 12 pt with hanging indent 0.5cm.