

PAPER SUBMISSION GUIDELINES

A) Format and size

1. All papers should be in Microsoft Word Version (.doc, .docx), Font (Time New Roman or Arial), font size 10-11, page size A4.
2. Word count - between 2500 to 3500 words for conference presentations, or 1000 to 2500 for screening or workshop presentations.
3. Footnote size 9.

B) Title

1. The title should be capitalized and centered at the top of the first page of your paper.
2. If you choose to have a subtitle, it should be capitalized and centered directly below the main title.

C) Headings

1. Headings and subheadings must be bolded.
2. Font size of the main heading should be 12.

D) Illustration & Citation

1. Illustrations such as photographs, drawings, and diagrams should be labeled, so that they correspond with their mention in the text (e.g. Table-1, Figure-2, Diagram-3). Caption size 9. Clear indication of the copyright of the illustrations.
2. Citation: preferably *The Chicago Manual of Style*, (e.g. Grossman, John, ed. *The Chicago Manual of Style*. 15th ed. Chicago: University of Chicago Press, 2003.)

E) Author information

1. The author(s)' name, affiliation, and e-mail address

F) Authority Assignment

1. Your paper should mark 'UCCS' on top left hand side in token that author(s) has assigned all publication rights to the Urban Cinematics Conference Symposium Organizing Committee.

G) Presentations

1. Conference speakers are allowed 20 minutes for presentation of their paper. The time for discussion is additional. Power point projector system with laptop would be available for presentation. Any additional aid required, may please be intimated in advance.
2. Workshop and screening-session speakers are allowed 20 minutes for presenting their moving image work with introduction and speculation. The time for discussion is additional.