# ICTMT 17 2-page Article (NOT FOR PEER ReviEw TEMPLATE): type your title here (the style is called heading 1)

Type the name(s) of the author here and underline the Presenting Author

*Type the author(s) institution(s) here; type the email(s)*

**Please read this first and then delete it. The page limit for a WORKSHOP SUBMISSION is 2 PAGES**.

Workshops will be 1.5 hours. If your workshop proposal is accepted, you will be asked to submit a more detailed plan to enable the organisers to provide a suitable space for the session.

You are advised to make *two* copies of tis electronic template file. Keep the first copy as a backup (and for reference). Use the second as the template for your ICTMT paper by deleteing all the text 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 template is based on the CERME paper submission template.

Type your abstract here, which should summarise the workshop activity from the participants’ perspective, i.e. what **they** will do. Please state clearly if participants will need to bring their own devices and how they should access any digital application or platform prior to the workshop, if needed.

The abstract is mandatory, and its length is up to 10 lines. This is the style for abstracts, which is Normal, italic.

Keywords: Type 3 to 5 keywords, separated by commas

## REFERENCES

The reference list must be in the style **References**. Please make sure you have omitted nothing, e.g. publisher, page numbers and DOI (where appropriate). References must be in the APA style (7th edition, 2020). <https://apastyle.apa.org/style-grammar-guidelines/references/examples>

EndNote users can download APA 7th as an output style. <https://apastyle.apa.org/style-grammar-guidelines/references/examples>

Mendeley users can copy and paste formatted citations in APA 7th if their desktop version is up to date.

## Style Summary

If you are interested in the technical details - you do not 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 Calibri font) are:

# HEADING 1: 14pt caps bold (centred).

Normal: 12pt Calibri justified, line spacing at least 14pt, with 6pt after paragraphs. Other styles are based on Normal.

## HEADING 2: 12 pt caps bold.

### Heading 3: 12 pt bold.

Quote: 12 pt with left indent 0.5cm.

FigTitle. 11pt bold, centred, with 6 pt spacing above.

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

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

Endnote: 10 pt.

References: 12 pt with hanging indent 0.5cm.