



FROM RESEARCH TO PRACTICE: IMPROVING USABILITY, SAFETY AND PATIENT OUTCOMES WITH HEALTH INFORMATION TECHNOLOGY

February 14 – 17, 2019 Delta Ocean Pointe Resort, Victoria, BC, Canada

An international conference addressing *Information Technology and Communications in Health* (ITCH)

IOS Press Style Name

(alphabetical list,
*mandatory)

Description

Abstract*

Abstract – mandatory section

Font: 8 pt roman

Alignment: justify

Indent: left 1.5 cm, right 1.5 cm

Space before abstract: 24 pt

The word “Abstract” in bold

Fewer than 250 words

Affiliation*

Affiliation – mandatory

Font: 10 pt roman italic

Alignment: centred

Connect affiliations to their respective authors with superscripted alphabetic characters

At least one affiliation must be supplied

Author*

Authors – mandatory

Font: 10 pt roman

Alignment: centred

Capitals for surnames

Connect authors to their respective affiliations with superscripted alphabetic characters

At least one author must be supplied

CaptionLong

Captions and legends for illustrations of more than one line

Font: 8 pt roman

Alignment: justify

Space: before 4 pt, after 4 pt

Position below figures, above tables

CaptionShort

Captions and legends for illustrations of one line

Font: 8 pt roman

Alignment: centred

Space: before 4 pt, after 4 pt

Use the word “Table” or “Figure” followed by the number, followed by a period, in bold

Position below figures, above tables

Equation

Equations

Indent: left 0.8 cm

Space: before 12 pt, after 12 pt

Number equations sequentially within parentheses

Position the number at the right margin on the lowest line of the equation

Refer to the equation within the text as, for example, “Eq. (1)” or “Eqs. (2) and (5)”

Footnote

Footnotes

Font: 8 pt roman

Alignment: justify

If provided, the email address for the contact author must only be a footnote on the first page

Heading 1	1st level headings
	Font: 10 pt roman bold
	Alignment: left
	Space: before 24 pt, after 12 pt
	No hyphens
Heading 2	2nd level headings
	Font: 10 pt roman italic
	Alignment: left
	Space before: 12 pt, after 12 pt
	No hyphens
Heading 3	3rd level headings
	Font: 10 pt roman italic
	Alignment: left
	Space before: 12 pt, after 6 pt
	No hyphens
Heading 4	4th level headings
	Font: 10 pt roman italic
	Alignment: left
	Space before: 6 pt
	No hyphens
HeadingUnn1	1st level unnumbered heading: Intro., Ack., Appendix, Notes and Refs.
	Font: 10 pt roman bold
	Alignment: left
	Space: before 24 pt, after 12 pt
	No hyphens
	Unnumbered
HeadingUnn2	2nd level unnumbered heading
	Font: 10 pt roman bold
	Alignment: left
	Space: before 12 pt, after 12 pt
	No hyphens
	Unnumbered
Keywords*	Keywords – mandatory
	Font: 8 pt roman
	Alignment: justify
	Indent: left 1.5 cm, right 1.5 cm
	Space: before 12 pt
	The word “Keywords” in bold
	At least one keyword must be provided
LISTbul	Unnumbered list with bullet
	Font: 10 pt roman
	Indent: left 0.63 cm, hanging 0.63 cm
LISTdescription	Unnumbered list with description
	Font: 10 pt roman
	Indent: hanging 0.8cm

LISTnum	Numbered list Font: 10 pt roman Indent: left 0.63 cm, hanging 0.63 cm
NoindentNormal	1st paragraph of running text after headings Font: 10 pt roman No first line indent
Normal	Running text Font: 10 pt roman Indent first line 0.63 cm
Notes	Endnotes Font: 8 pt roman Alignment: justify
References	Bibliographic references, Citation-Sequence system Font: 8 pt roman Alignment: justify Indent: hanging 0.63 cm Connected to the text using Arabic numerals in square brackets Listed and numbered in the sequence in which they were first cited. Subsequent citations of the same document use the same numbers as that of its initial citation” Journal names must be abbreviated as shown in http://PubMed.gov Web citations must give the URL of the web page and the date cited

Hard carriage returns must only be at the end of each reference

Examples:

- [1] *Scientific Style and Format: The CBE manual for authors, editors and publishers*. Style Manual Committee, Council of Biology Editors. Sixth ed. Cambridge University Press, 1994.
- [2] L.U. Ante, Cem surgere: Surgite postquam sederitis, qui manducatis panem doloris, *Omnes* 13 (1916), 114–119.
- [3] T.X. Confortavit, *Seras*, Portarum, New York, 1995.
- [4] P.A. Deus, Ater hoc et filius et mater praestet nobis, *Paterhoc* 66 (1993), 856–890.

Table	Table text Font: 8 pt roman Alignment: left
Title*	Title - mandatory Font: 20 pt Alignment: centred Space: before 24 pt, after 16 pt A title must be provided
General Format	Instructions
Line spacing	Single line spacing
Page setup	A4 paper Margin: top 5.5 cm, bottom 4.2 cm, left 4.3 cm, right 4.3 cm No page numbers, headers, or footers
Fonts	Font: 10 pt roman for running text Font: 10 pt sans serif or Courier for literal text Use italic and bold in pre-defined styles and for emphasis only
Headings	Capitalize all words except for articles (a, an, the) and coordinate conjunctions (and, or, nor) Capitalize any word at the beginning of a heading

Footnotes

Keep to a minimum

If more than 10% of the page, the footnote should be an endnote

Footnotes should be numbered

Endnotes

Endnotes precede the "References" section

Endnotes should be numbered

Endnotes should be preceded by the heading "Endnotes"

Tables and figures

Refer to each figure or table in the text

Number tables sequentially without reference to their section in the text

Number figures sequentially without reference to their section in the text

Make no reference in the text to the position of a table or figure, e.g., "above" or "below"

Position the table or figure at the bottom or top of its respective page only

Centre the table or figure horizontally across the page unless several fit in the same area

Separate from the running text with two or more blank lines

Do not wrap text around a table or figure

Use no smaller than 8 pt. font for text within tables, 6 pt. font for text within figures

Use a bar to show the scale in those figures that require one

Quality of illustrations

Do not use screen or web images having low resolution

Illustrations must be grayscale; they will not be printed in colour

Copyright

Do not attach any copyright notification to the manuscript