The Title of the Paper

[Arial, 14-point, bold, left-justified, paragraph spacing before and after 0pt, followed by two returns at 12pt]

Ann Goulat[1] and Mary Pett[2]
[12 point, left justified, different affiliations numbered]

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Abstract: The abstract should be a maximum of 250 words.
[Arial, 10 point, normal, fully justified, single space]

Keywords: Use, Up, To, Five, Words.

1. Headings

[bold, 12 point, paragraphs of headings should have line spacing single and spacing kept 12pt before and 0pt after]

Main body of the text must be 12 point, with alignment fully justified. All paragraphs should have lines spacing single and spacing kept 0pt before and 0pt after. The first line of the first paragraph of each section must have indentation set to 0pt.

The following paragraphs must have an indentation of the first line of 1cm.

1.1. You may include subsections

Be consistent throughout the paper when numbering sections and subsections.

Follow these guidelines and no not reduce font sizes or spacing. Page layout should be single column, with top and bottom margins of 1 inch (2.54 cm), left and right margins 1 inch (2.54 cm) and page size must be set to 8.5 x 11.

1.2. Length of paper

You have a maximum of 6000 words and the file size must be no more than 5.0 megabytes (MB).

1.3. Figures and tables

Put figures and tables in the main body of the text and include a caption for figures and a title for tables. Examples are provided below.

The size of the font inside the table can also be 10pt. Dual SI and I-P units are strongly recommended but not required.

Table 1. Caption to be centered above the table. [Font size 10pt, bold]

	Temperature [ºC]
Living room	**20**
Bedroom	**18**
Kitchen	**22**

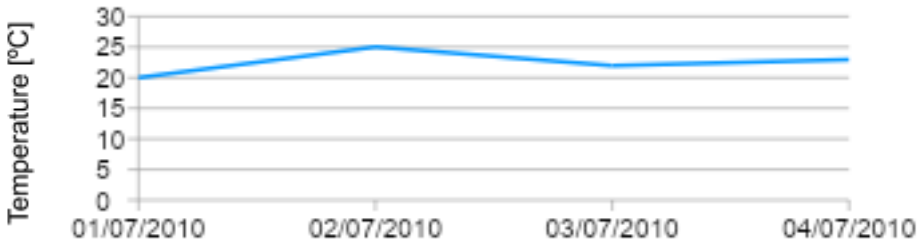

Figure 1. Caption should be positioned below the figure. [Font size 10pt, regular.]

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4. References

Within the text give author and year of publication in the Harvard style—e.g., put the reference abbreviation (Bright, 2005) in the text (for more than two authors put (Bright, et al., 2005).

Full references should then be listed at the end of the paper in author alphabetical order using the Harvard system. Examples are presented below:

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Crawford, J., 2022. *Thermal comfort in domestic buildings: the importance of user behaviour.* PhD. University of North London [For Dissertation: Author, Year of publication. *Title of dissertation*. Level. Official name of University.]

Martinez, E., 2024. Thermal Comfort. *Energy and Buildings*, 32(2), pp 100-110 [For journals: Author(s), Initials., Year. Title of article. *Full Title of Journal*, Volume number (Issue/Part number), Page numbers.]

Williamson, B., 2021. Thermal Comfort. *CIBSE National Conference Dublin 2000*, Dublin, Ireland, 20 - 22 September 2021. Balham: CIBSE [For conferences: Author(s), Year. Full title of conference paper. In: followed by editor or name of organization, *Full title of conference.* Location, Date, Place of publication: Publisher.]

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