### RC21 Conference "The Ideal City. Between Myth and Reality"

27-29 August 2015 - Urbino (PU) Italy

### Five steps to submit your paper and contribute to a smooth process

Managing the process of uploading nearly 400 papers is a complex task and you might help us by following 5 very easy rules.

#### 1. Finalize your paper.

The deadline is June 30th, 2015

You can start sending in your papers by June 15<sup>th</sup>, 2015.

#### 2. Format the paper according to the guidelines.

Follow this format:

- a) Use the available template in word for the title page;
- b) the information provided on the title page should fit in one page
- c) Use the following margins: 3 top, 3 bottom, 3 right, 3 left.
- d) Use 1,5 line spacing.
- e) Every page should be numbered (bottom and centered).

## 3. Name the paper according to the guidelines.

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## 4. Save your paper in pdf format.

## 5. Send your paper to:

- a) papers@rc21.org
- b) put in the subject line the name of the file (e.g. A1-Danielou.pdf)

# We highly appreciate your collaboration!