

Brief, Informative Title:

Avoid Unnecessary Abbreviations and Formulae

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Abstract

Provide a brief, standard abstract (no more than 300 words). Present the purpose of the research, principle results, and major conclusions. This abstract is not the *extended abstract*.

Avoid using non-standard or uncommon abbreviations. Avoid citations. Citations in your abstract must be made in full, not as a footnote or linked to a reference at the end of your paper.

Your abstract should be prepared so that it may appear independently of your full paper.

Following the standard abstract, provide no more than six keywords (each keyword separated by a semicolon).

Keywords: coal; fly ash; combustion; gasification; geology

1. Introduction

Section headings are numbered, however the body of your text should adhere to standard paragraph form. Do not number paragraphs.

The length of an introduction will vary from a couple of paragraphs to 1-2 pages.

2. Heading determined by author

This section may extend the discussion in your introduction, present a literature review, describe the purpose of the research, describe the background and setting for the research, etc.

The length of this section will vary from several paragraphs (2-4) to several pages (1-3).

Please keep the formatting of your paper to a minimum. You may use italics, bold, underlining, and footnotes.¹

If you are referencing material found on the web, provide the reference as a footnote.²

Unpublished results or personal communications are cited in the text but not in the list of references. For example: Formatting guidelines for *CCGP* received approval prior to publication on the journal's website (J. Hower, Personal Communication, December 2008).

In-text citations marked "in press" indicate the item is pending publication.

All in-text citations of published work must be included on the References page. See the *CCGP* website's Procedure for Presenting References for examples of in-text citation formatting.

3. Methods

Describe the methods used to gather the research or conduct the experiment. The length of the methods section may be very brief (1-2 paragraphs) depending on how much detail the author(s) wishes to provide about her/his method.

4. Discussion

In the Discussion section, you may wish to make use of subsections. The number of subsections, as well as the length of each subsection, is left to the discretion of the author(s).

4.1 Discussion subsection, heading determined by author.

Present your content in paragraph form.

¹ Use footnotes sparingly and number them consecutively throughout your document. Please use the footnote command in Word. Footnotes are not cross-listed in the References.

² Be sure to include the full URL and any other known information (author's names, dates, source of publication, etc.).

4.2 Discussion subsection, heading determined by author.

Present your content in paragraph form.

5. Summary

Summarize research findings. Use the Summary section to conclude your paper.

Acknowledgements

Should the author(s) wish to make acknowledgements, provide them in a clearly identified section at the end of the paper (no section number).

References

- Do not number references.
- List references in alphabetical order by author's last name.
- If you reference more than one work by an author (or group of authors), list those references in chronological order.
- If you reference more than one work by an author (or group of authors) published in the same year, distinguish between the references by adding a lower-case letter following the publication year.

Refer to the Procedure for Presenting References (available on the CCGP website) for examples of references for journal publications, books, chapters in edited books/anthologies, and websites.