INSTRUCTIONS to prepare FULL PAPERS for The Intangibility Matters: International Conference on the values of tangible heritage (STYLE: Título)

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#### Abstract

This document presents the information and instructions needed to prepare a Paper to be included in the proceedings of the INTANGIBILITY MATTERS: International conference on the values of tangible heritage (IMaTTe2017). In order to achieve graphical consistency, the Paper should follow this template structure and format, should write directly on this template. The paper should be written in English. The paper should be limited to a maximum of 10 pages. The Abstract should have a maximum of 150 words and the Keywords: maximum 5, minimum 3.

The first page should start with the paper’s title, authors, corresponding author affiliation, address, e-mail, followed by abstract and keywords. If suitable, the introduction starts after the keywords.

Keywords**:** Xxxxxx / Xxxxxx xxxxxx / Xxxxxx / style: 01-keywords

# INTRODUCTION (style: 1 cabeçalho1 or 1 header1)

All manuscripts should be in English. It is assumed that the corresponding authors grant us copyright to use the manuscript in the proceedings. Should the authors use tables or figures from other publications, it is assumed that permission has been obtained to do so. To emphasize a word or a phrase, use italics, only use capitals or bold for the section headings.

# ORGANISATION OF THE TEXT

Following the introduction, if appropriate to the content of the paper, please follow the structure: INTRODUCTION, METHODS, RESULTS and DISCUSSION, CONCLUSIONS, REFERENCES. All text styles are set in this document, body text is Arial 10 point. Main section headings are bold, left, and capitalised. Second level headings are left bold and capitalised. Third level headings are left and lower case.

## A Second Level Heading (STYLE: 1.1 CABEÇALHo2 OR 1.1 HEADER2)

This is a second level heading.

### A third level heading (style: 1.1.1 Cabeçalho3 or 1.1.1 Header3)

This is a third level heading.

## Page numbers

All pages should be numbered. To facilitate it is better to write about this template.

## Tables

These should be included in the text but separated from the text by a blank line above and below. A descriptive title should be given above the table in Arial 9 pt. An example is given below (Table 1).

Table 1: Results of test (style: Legenda or Caption)

| Column 1 | Column 2 | Column 3 |
| --- | --- | --- |
| C11 | C12 | C13 |
| C21 | C22 | C23 |
| C31 | C32 | C33 |
| C41 | C42 | C43 |
| C51 | C52 | C53 |

## Figures

Figures should be referred to in text as Fig. 1, or as (Fig. 1) and should be presented as part of the text, again leaving a blank line above and below. Use Arial 9 pt. for the figure captions. If at all possible all figures should be embedded in the text. Graphs must be disconnected from spreadsheets.

If this is not possible, then supply the figures on separate sheets and these will be scanned in. If this is done then please put each figure on a separate sheet of paper and identify that figure on the back of the paper. Also mark in the paper where the figure is to be included. If figures are not included in the text, then please note the page limits that apply and ensure that the number of pages of text allows for the page limit to be adhered to when the final document is prepared.



Figure 1: Conference announcement (style: Legenda or Caption)

# CONCLUSIONS

Conclusions should systematize the most important propositions of the paper and highlight the main features, new contributions and its practical implications.

# References

All references should contain enough information to allow a reader to find the cited materials. Do not abbreviate journal titles. Cite references in the text using the author’s last name and date of publication as follows (Murphy 1990, Jones and Smith 1989, Davis et al. 1999). List the citations at the end of the manuscript in alphabetical order (examples given below).

BOND, Stephen; WORTHING, Derek, 2016 – **Managing Built Heritage: The Role of Cultural Values and Significance**. 2nd Edtion. Wiley-Blacwell, New Delhi.

FERRETI, Valentina; BOTTERO, Marta; MONDINI, Giulio, 2014 – **Decision making and cultural heritage: An application of the Multi-Attribute Value Theory for the reuse of historical buildings**. Journal of Cultural Heritage, 15 (6), 644-655. doi.org/10.1016/j.culher.2013.12.007

GOLINELLI, Gaetano M. (Ed.), 2014 – **Cultural Heritage and Value Creation: Towards New Pathways**. Springer, New York. doi 10.1007/978-3-319-08527-2

LAENEN, Marc, 2008 – **Reflections on Heritage Values**. In: Proceedings of the International Conference - Values and Criteria in Heritage Conservation. Florence, Italy, 103-110. Edizioni Polistampa, Firenze.