



Mill Operators Conference GUIDE TO AUTHORS

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INTRODUCTION

These guidelines have been prepared to assist authors and reviewers in preparing and reviewing papers for consideration for inclusion in the Mill Operators Conference proceedings. This guide applies to all papers submitted and must be adhered to.

Content presented at the Mill Operators Conference is intended to focus on various aspects of operating mineral processing plants and should be written specifically from the operator's perspective. As such, advertorial or promotional papers of any kind will not be accepted. It is important that all papers satisfy the originality and style guidelines:

- We only accept original submissions to conferences. Papers published elsewhere must be significantly changed/updated.
- Papers must have a strong technical and/or site-based component.
- Research papers need to be substantive and preferably based on industrial or plant-scale results with clear industrial application.
- We do not accept promotional papers of any kind.
- It is the author's responsibility to allow adequate time for permission to be sought internally, or from outside companies – extensions are limited.
- Papers are required to comply with the JORC Code, should they contain information which relates to it. This is the author's responsibility.

Authorship

Mining company/site authorship is encouraged but not mandatory. Co-authorship includes contribution to the paper and not just listing of the co-author.

Grammar, spelling and layout

The correct template should be followed when preparing the technical paper to ensure the layout of each paper is consistent.

It is strongly advisable to have someone independently review the paper before submission. The review team's primary objective is to review the technical content of submissions, and not correct grammatical and spelling errors in the submission.

References

The reference guidelines (see appendix 3) must be adhered to, importantly:

- all references cited in the text must appear in the reference list
- citation style and formatting of references must be adhered to.

Technical content

At least one specific application of a technology, case study, or operation update needs to be covered in detail in the paper.

The paper needs to acknowledge and cite relevant literature pertaining to the topic. This includes (but is not limited to):

- previous plant updates and geological descriptions of the orebody
- a balanced review of relevant and alternative technologies together with a description of why the specific approach/vendor was selected
- general methodology papers (eg geomet, comminution circuit analysis, sampling and metallurgical testing).

Case studies

A case study should include:

- A description of the geological and mineralogical characteristics of the ore pertaining to the case study or operation update.
- A relevant plant flowsheet of the operation(s).

In the case of an incremental improvement case study:

- Balanced operating data demonstrating the claimed improvement along with a statistical analysis of the outcome should be shown. This needs to extend to an overall view of the operation and not just the impact in a single unit operation.
- Rigorous cause and effect analysis should be completed to determine the impact of other operational variables on the outcome (eg changes in throughput, head grade, ore type).

In the case of new or upgraded plant studies:

- Relevant operating data pertaining to the installation or upgrade (eg ramp up curves, recovery details).

Where authors are analysing output from multiple operations (for example, benchmarking papers), general descriptions of the database source are adequate. These should include sufficient detail to explain the coverage of the data set.

All graphs need to be clearly labelled. While the use of colour is encouraged, distinction between series should be possible in black and white and legible for those readers who may be colour blind. Labels on the graphs need to be of sufficient size.

Statistical analysis

Authors are encouraged to adopt practices such as those taught by Professor Tim Napier-Munn in the following monograph:

Napier-Munn, T J, 2014. *Statistical Methods for Mineral Engineers – How to Design Experiments and Analyse Data* (Julius Kruttschnitt Mineral Research Centre: Indooroopilly).

Some examples of good practice are shown below:

- The use of student t-test or paired t-test as appropriate when evaluating the effect of a variable (such as collector type in a flotation circuit) on a plant output (such as plant recovery or tailings grade).
- Any trend showing a relationship between two or more variables should provide an associated statistical measure of the goodness of fit or degree of correlation, such as an R² value.
- When more than one input is known to vary over the evaluation, such as the plant head grade, the use of multi-variate regression will assist in de-coupling significant effects.
- Splitting a data set into training and validation sets when applying complex model fitting, such as machine-learning algorithms.
- Any improvement values derived should be quoted along with the relevant statistical confidence and some explanation as to how the confidence was derived.

PAPER LAYOUT

All papers must be submitted as Microsoft Word documents.

Word length

Abstract: 300–500

Full paper: 1500–8000

Figure/tables: max two per 1000 words

Full paper sequence and template

The **paper template** must be used and can be found on the conference website.

The sequence of a paper is always as follows:

1. a **title** (no more than 25 words); initial and surname of all authors (eg M S Smith¹, D A Warren²); all author affiliations, including:
 - AusIMM post-nominals
 - position
 - company name
 - city, state, postcode
 - email address
2. an **abstract** (300–500 words)
3. body **text** (including subheadings and in-text citations for figures, tables and references)
4. figures and tables (embedded throughout text with suitable captions)
5. any relevant **acknowledgements**
6. a **reference list**

Authors with English as a second language

- We encourage international authors to make use of an English editor prior to submission or the paper may not be accepted.

SUBMISSION PROCESS

Abstract submission

- Abstract submission is via the event website.
- Abstracts must be in the template provided.
- Abstract submissions cannot be processed without a nominated theme (see website for a list of themes).
- Abstract submissions cannot be processed without a title (max 25 words), list of authors and contact author details (job position, company, phone number, email, city, state and postcode).
- Authors will also be asked to provide a photo of the presenting author and a short bio with their abstract submission. Further instructions are provided on the submission website.

Draft paper submission

- Authors are invited to write drafts papers based on abstract acceptance.
- Draft paper submission is via the website.
- Draft papers won't be accepted unless they are in the template.
- All draft papers are subject to peer review.

Final paper submission

- Authors are invited to write final papers if their paper is deemed suitable following a peer review.
- Final paper submission is via the Paper Submission Portal on the conference website.
- Authors must address all feedback in their final papers, or the committee retain the right to refuse the paper.
- Final papers must be in the template provided.
- All authors invited to prepare final papers are expected to present at the conference. Presenting authors are required to pay to attend the conference as a delegate and are entitled to the discounted Author registration rate.
- Authors not able to attend the conference to present will have their papers withdrawn unless a co-author or alternative representative can be found to present on their behalf.

Extensions and late papers

- Extensions may be available and are granted on a case-by-case basis, in consultation with the organising committee. Extensions should be sought well in advance and should not be assumed. Please contact conference@ausimm.com to discuss.
- Authors who do not submit their papers on time and who have not made contact with the AusIMM Events Team may be withdrawn.

STYLE GUIDE

Measurements (see appendix 2)

- All units of measurement should be in metric form and should be abbreviated as follows:
<https://nvlpubs.nist.gov/nistpubs/SpecialPublications/NIST.SP.330-2019.pdf>
- Atomic and molecular weights should conform to the IUPAC Commission on Atomic Weights and Isotopic Abundances: <<http://old.iupac.org/publications/pac/2006/pdf/7811x2051.pdf>>.
- Temperatures should conform to the International Temperature Scale of 1990 (ITS-90).
- Thermodynamic data should conform to the Committee on Data for Science and Technology (CODATA) Key Values for Thermodynamics (1989) and derivations thereof:
<http://www.codata.info/resources/databases/key1.html>

Numbers and units

- Use numerals for all units (place a space between all units and their measurements, eg 5 km).
- Use spaces (not commas) for numbers over 10 000 (eg 1000, but 10 000).
- All numbers at the start of a sentence must be spelled out.
- Where possible express fractions as decimals, eg 2.5 or 3.75.

Trademarks, proprietary names and brand names

- Current registered trademarks, proprietary names and brand names should be capitalised.
- Registration and trademark symbols should be used with every instance of a current trademark (unless the product is mentioned excessively).

References (see appendix 3 for examples)

- The Harvard system is used for references.
- All references must be cited in text or removed from the reference list.
- References are cited in the text by the author's surname and year of publication, eg:
 - 'Moran (1980) showed that. . .'
 - 'The workers (Wilson, 1970; Smith, Adams and Jones, 1975; Brown and White, 1985) found that ...'
 - Reference citations must not be shown as footnotes.
- **Only use *et al*** in citations when four or more authors are cited.
- We do not use *et al* in reference lists at all.
- Reference list should be in alphabetical order via surname, un-bulleted and un-numbered.
- Reference list should use minimal punctuation (see example below).

For each reference, the following basic convention is used:

eg: Govindan, K, Vorster, M, Martinez, J and Rakes, T, 1999. Improving mine management through data mining, in *Proceedings 28th International Symposium on Computer Applications in the Minerals Industries* (ed: K Dagdelen), pp 637-645 (The Society for Mining, Metallurgy, and Exploration Inc: Littleton).

Figures and tables

- No more than two tables/figures per 1000 words should be used.
- Figures and tables should be high quality and only be included if they are essential to the paper.
- All figure and tables must be cited in the text using arabic numerals in the following style: eg Figure 1, Figure 2, Figure 1a, Figure 1b, etc.
- All figures and tables must be cited in chronological order.
- Diagrams, graphs and legends must be legible in **both** colour and black and white when a hard copy version of the proceedings will be produced (check with the publishing coordinator).
- Figures should be placed in the text with an appropriate caption.

Copyright and permissions

- Copyright must be assigned during the abstract submission process via the Abstract/Paper Submission Portal. Speaker copyright and terms and conditions are detailed on the conference website.
- Company/management approval must be gained before the final paper deadline (no extensions will be given).
- Contact the AusIMM Events Team conference@ausimm.com for detailed information on copyright and/or copyright variations.

APPENDIX 1

Examples of spelling and hyphenation of technical terms

ball mill	long-term	reagent
blasthole	low-grade	recleaning
bypass	mine site	recognise
cost-effective	multilevel	regrind
cross-cut	non-metallic	rock-crushing plant
cross-section	off-line	screen sizing test
cut-off	offshore	self-actuated
drill core	off-site	short-term
drill hole	one-half	sink-float system
<i>et al</i>	one-twentieth	solid-liquid interface
flocculant	ongoing	start-up
fly-in, fly-out	on-site	sublevel
hanging wall	open cut	sulfide
headframe	ore dressing	sulfur (also related terms)
impeller	ore shoot	test work
<i>in situ</i>	orebody	time frame
in-depth	orepass	trialled
interlevel	outcrop	two-thirds
iron ore deposit	overall	world-class
jackhammer	overflocculated	worldwide
jaw crusher	per cent	
lead-zinc ore	pre-existing	
liquid-solid separation	program	

APPENDIX 2

List of abbreviations

Please note that punctuation is not used in abbreviations in AusIMM publications.

°	degree (angle)	CIM	Canadian Institute of Mining, Metallurgy and Petroleum
°C	degree (Celsius)	cm	centimetre
A	ampere	cm/s	centimetre per second
A\$	Australian dollar	cm ²	square centimetre
AC	alternating current	cm ³	cubic centimetre
ACF	Australian Conservation Foundation	cm ³ /s	cubic centimetre per second
AGC	Australian Geoscience Council	CMMI	Council of Mining and Metallurgical Institutions
AGPS	Australian Government Publishing Service	coeff	coefficient
AGSO	Australian Government Survey Organisation (formerly BMR)	const	constant
Ah	ampere hour	cos	cosine
AIG	Australian Institute of Geoscientists	cot	cotangent
AIME	American Institute of Mining, Metallurgical and Petroleum Engineers	crit	critical
alk	alkaline	cryst	crystallised
am	antemeridian (before noon)	CSIRO	Commonwealth Scientific and Industrial Research Organisation
AMEC	Australian Mining Exploration Companies	CV	calorific value
AMF	Australian Mineral Foundation	d	day
AMIRA	Australian Mineral Industry Research Association International	db	decibel
AMPLA	Australian Mining Petroleum Law Association	ρ	density
and	not abbreviated	DC	direct current
aq	aqueous	Dept	department
AR	Analytical standard of purity	dia	diameter
AS	Australian Standard (usually with number and date, eg AS373S-I990)	dil	dilute
at	atomic	E	east
at wt	atomic weight	ed(s)	editor(s)
atm	atmosphere/atmospheric	edn	edition
ATS	Australian Academy of Technological Sciences and Engineering	η	efficiency
AUCTA	Australian Underground Construction and Tunnelling Association	eg	for example
av	average	ENE	east-north-east
bbl	US petroleum barrel	EPA	Environment Protection Authority
BHN	Brinell hardness number	eqn	equation
BS	British Standard	equiv	equivalent
BSS	British Standard specification	equiv wt	equivalent weight
cal	calorie	ESD	ecologically sustainable development
calc	calculated	etc	etcetera
cf	compare	eV	electron volt
		€	Euro
		expt	experiment(-al)
		ft	foot/feet
		g	gram

g mol	gram molecule	mg	milligram
G	Newtonian constant of gravitation	MHz	megahertz
g/L	grams per litre	MICA	Mineral Industry Consultants Association
galv	galvanised	min	minimum, minute
GBP	British pound	ml	millilitre
GSA	Geological Society of Australia	mm	millimetre
h	hour	mm ²	square millimetre
ha	hectare	mm ³	cubic millimetre
horiz	horizontal	MMIJ	The Mining and Material Processing Institute of Japan
ht	height	mol wt	molecular weight
Hz	Hertz = frequency	mol	mole (amount of substance)
ibid	in the same reference	mol	molecule/molecular
ie	that is to say	mol/L	molecules per litre
IMA	Indonesian Mining Association	µg	microgram
IMMA	Institute of Metals and Materials Australia	µ	micron
in	inch(es)	µm	micrometre
IoM ³	The Institution of Mining, Metallurgy and Materials	M	million
ISO	International Organization for Standardization	ms	millisecond
J	joule	Mt/a	million tonnes per annum
K	degree absolute (Kelvin)	mV	millivolt
kg	kilogram	MW	megawatt
kJ	kilojoule	N	Newton, north
km	kilometre(s)	nb	note well
km/h	kilometre per hour	Nm ³ /h	normal cubic metres per hour
km/s	kilometres per second	NNW	north-north-west
km ²	square kilometre	No(s)	number(s)
kPa	kilopascal	NPV	net present value
kV	kilovolt	Ω	Ohm
kVA	kilovolt ampere	op cit	in the same place previously cited
kW	kilowatt	p/pp	page/pages
kWh	kilowatt hour	Pa	pascal
L	litre	Pat	patent
L/s	litre per second	%	in tables
lat	latitude	per cent	in text - not abbreviated
liq	liquid	pers comm	personal communication
long	longitude	PESA	Petroleum Exploration Society of Australia
m	metre	pH	measure of acidity or alkalinity
MΩ	megohm	pm	postmeridian (after noon)
m/s	metre per second	ppb	parts per billion
m ²	square metre	ppm	parts per million
m ³	cubic metre	qual	qualitative
m ³ /h	cubic metre per hour	quan	quantitative
m ³ /min	cubic metre per minute	rad	radian/radius
max	maximum	rev	revolution
MCA	Minerals Council of Australia	rev/min	revolutions per minute

s	second (time)
S	south
SAIMM	Southern African Institute of Mining and Metallurgy
SD	standard deviation
SE	south-east
ser	series
SI	International System Units
sic	incorrectly written in the original
sin	sine
SME	Society for Mining, Metallurgy and Exploration Inc
soln	solution
sq	square
SSW	south-south-west
t/a	tonne per annum
t/d	tonne per day
t/h	tonne per hour
t/m	tonne per month
tan	tangent
temp	temperature
TMS	The Minerals, Metals and Materials Society
tonne (or t)	sometimes abbreviated
US\$	US dollars
V	volt
var	variety
vel	velocity
η	viscosity
vol(s)	volume(s)
vs	versus
W	watt, west
w/v	weight for volume
w/w	weight for weight
Wh	watt hour
wk	week
WNW	west-north-west
wt per cent	weight per cent
wt	weight
yr	year
¥	yen

Coal

CV	calorific value MJ/kg (state basis by subscript)
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Proximate analysis

ash	ash per cent
FC	fixed carbon per cent

TM	total moisture per cent
VM	volatile matter per cent

Thermodynamics

a	activity
c	speed of light in a vacuum
C _p	molar heat capacity at constant pressure
F	Faraday constant
G	Gibbs free energy
H	enthalpy
L	latent heat of transformation or phase change
N	Avogadro's number, molar concentration
R	molar gas constant
S	entropy
T	absolute temperature

Math symbols

Δ	change in
\int	integral
Σ	sum of

APPENDIX 3

Examples of references

eg: [authors and initials] Govindan, K, Vorster, M, Martinez, J and Rakes, T, [year] 1999. [title] Improving mine management through data mining, in [book/journal of publication] *Proceedings 28th International Symposium on Computer Applications in the Minerals Industries* [editor/s] (ed: K Dagdelen), [edition, volume and page numbers] pp 637-645 [publisher] (The Society for Mining, Metallurgy, and Exploration Inc: Littleton).

Books

Boldt, J R, 1967. *The Winning of Nickel*, pp 27–32 (Van Nostrand: New York).

National Coal Board, 1975. *Subsidence Engineers Handbook*, 401 p (National Coal Board: London).

A chapter or paper by an author in a book edited or compiled by others

Anderson, L E, 1980. Copper ore concentration at Kanmantoo, SA, in *Mining and Metallurgical Practices in Australasia* (ed: J T Woodcock), pp 314–315 (The Australasian Institute of Mining and Metallurgy: Melbourne).

Clark, F, Carswell, J T, Schofield, N A and Erickson, M, in press. Estimation of underground resources at the Sunrise Dam Gold Mine: a case study in risk management, in *Mineral Resource and Ore Reserve Estimation*, second edition, chapter 12, pp 340–362 (The Australasian Institute of Mining and Metallurgy: Melbourne).

Paterson, M S, 1978. Experimental rock deformation, in *The Brittle Field, Minerals and Rocks 13*, pp 42–50 (Springer-Verlag: Berlin).

An author with two publications in the same year

Withnaill, I W, 1976a. Summary of mineral exploration in the Georgetown area, *Qld Govt Min J*, 77:583–589.

Withnaill, I W, 1976b. Mines and mineral deposits in the Forsayth 1:100 000 sheet area, Queensland, *Geol Surv Qld Rpt* 91.

Paper in a conference proceedings

Readett, D J, Quast, K B, Newell, R, Hill, S F and Ketteridge, I B, 1987. Modelling the leaching of NaCl from Bowmans lignite, in *Proceedings Research and Development in Extractive Metallurgy 1987*, pp 273–277 (The Australasian Institute of Mining and Metallurgy: Melbourne).

Steane, R A and Hinckfuss, D A, 1978. Selection and performance of large diameter ball mills at Bougainville Copper Ltd, Papua New Guinea, in *Proceedings Eleventh Commonwealth Mining and Metallurgical Congress* (ed: M J Jones), pp 577–584 (Institution of Mining and Metallurgy: London).

Article in a journal, magazine, newspaper or other periodical

Anon, 1959. Novel process tools win first job, *Chem Eng*, 66(14):84.

Carswell, J T and Schofield, N A, 1993. Estimation of high grade copper stope grades in QTS North, Cobar Mines, Cobar NSW, *The AusIMM Proceedings*, 298(2):19–32.

Edwards, A B, 1955. The composition of the Peko copper orebody, Tennant Creek, *Proc Australas Inst Min Metall*, 175:55–82.

George, P, 1954. The oxidation of ferrous perchlorate by molecular oxygen, *Journal of the Chemical Society*, 1954:4349–4359.

Henley, R W, Matthai, S K and Kavanagh, M E, 1994. Hypothermal vein mineralisation at the Cosmopolitan Howley Gold Deposit, Northern Territory, *The AusIMM Bulletin*, 5:65–69.

Leadbetter, C, 2002. Why globalisation is a good thing: analysis, *The Times*, 26 June, p 6.

Pozin, E Z, 1962. Fracture resistance of rocks during excavation, *Izd-vo Akad, Nauk SSR (Moscow)* 38:197–201 (in Russian).

Stopes, M C, 1919. On the four visible ingredients in banded bituminous coal: studies in the composition of coal, *Proc Roy Soc (London)* (B)90:470–487.

Verma, A K and Deb, D, 2007. Analysis of chock shield pressure using finite element method and face stability index, *Transactions of the Institutions of Mining and Metallurgy, Mining Technology*, 116(2):A67–A78.

Transactions:

Mining Technology (A)

Applied Earth Science (B)

Mineral Processing and Extractive Metallurgy (C)

Thesis

Lees, M J, 1973. Experimental and computer studies of a grinding circuit, PhD thesis (unpublished), University of Queensland, Brisbane.

Map

Pirajno, F and Occhipinti, S, 1996. *Bryah, WA – 1:250 000 Geological Series*, Western Australia Geological Survey.

Printed material with a restricted or intermittent circulation

Amos, B J and de Keyser, F, 1964. Mosman, Queensland – 1:250 000 geological series, Bureau of Mineral Resources Geology and Geophysics Explanatory Notes, SE55-1.

Carne, J E, 1911. The tin mining industry and the distribution of tin ores in New South Wales, NSW Department of Mines, Sydney, Mineral Resources Rpt No 14.

Personal communication

Personal communication should be an in-text citation only (include author, the year of contact and the words 'personal communication'. No need to include in reference list.

In text citation: Clark (January 2013, personal communication)

Work accepted for publication but not yet published

Warren, I H, in press. The generation of sulfuric acid from pyrite by pressure leaching, *Australian Journal of Science*.

Patents and patent applications

Canterford, J H, (M K Canterford), 2004. Recovery of nickel, *International Patent Application* 04/00123.

Marsden, J O and Brewer, R E (Phelps Dodge Corp), 2004a. Pressure leaching of copper concentrates, *US Patent* 6650341.

Marsden, J O and Brewer, R E (Phelps Dodge Corp), 2004b. Pressure leaching of copper concentrates, *Australian Patent Application* 02/12651.

Paper presented at a conference but not formally published

Suzuki, R, 1982. Workers' attitudes toward computer innovation and organization culture: the case in Japan, paper presented to 10th World Congress of Sociology, Mexico City, 16–21 August.

Manuscript in preparation

Niclaus, S (in prep). Applying chaos theory to long-distance delivery services, Delivery Research Station, North Pole.

Article or paper on a website

Format: Author/editor surname, initial/s or organisation, year. Title [online]. Edition, Place of publication, Publisher. Available from: <URL> [Accessed: date].

Note: The date of publication is the date the pages were last updated.

Feit, G N, Malinnikova, O N, Zykov, V S and Rudakov, V A, 2002. Prediction of rockburst and sudden outburst hazard on the basis of estimate of rock-mass energy [online], *Journal of Mining Science*, 38(1):61–63. Available from: <<http://www.kluweronline.com/issn/1062-7391/>> [Accessed: 27 October 2004].

United States Environmental Protection Agency (US EPA), 2003. Applicability of the toxicity characteristic leaching procedure to mineral processing waste [online]. Available from: <<http://www.epa.gov/epaoswer/other/mining/minedock/tclp.htm>> [Accessed: 26 October 2004].

Codes

JORC, 2004. Australasian Code for Reporting of Exploration Results, Mineral Resources and Ore Reserves (The JORC Code) [online]. Available from: <<http://www.jorc.org>> (The Joint Ore Reserves Committee of The Australasian Institute of Mining and Metallurgy, Australian Institute of Geoscientists and Minerals Council of Australia).

JORC, 2012. Australasian Code for Reporting of Exploration Results, Mineral Resources and Ore Reserves (The JORC Code) [online]. Available from: <<http://www.jorc.org>> (The Joint Ore Reserves Committee of The Australasian Institute of Mining and Metallurgy, Australian Institute of Geoscientists and Minerals Council of Australia).

Please note: When referring to JORC material and JORC-compliance, authors need to be explicit as to which edition of the Code they are referring to. From 1 December 2013 the 2004 edition is redundant and only 2012 edition can be used.

VALMIN Committee, 2005. Code for the Technical Assessment and Valuation of Mineral and Petroleum Assets and Securities for Independent Expert Reports – The VALMIN Code, 2005 edition [online]. Available from: <http://www.valmin.org/valmin_2005.pdf>.

Standards and Acts

Standards Australia, 2003. AS 2986.1-2003 – Workplace air quality – sampling and analysis of volatile organic compounds by solvent desorption/gas chromatography – pumped sampling method, December 2003.

Department of Mines and Petroleum, 1994. *Mines Safety and Inspection Act 1994*, November 1994.

Software

There is no need to provide a reference for software. Authors are to ensure that the following information is included in the in-text citation in the first instance:

Full program name, include any registered trademarks, the version number, the company/persons whom own the software package.

NB: registered trademark symbols must always be used with every instance of the registered product name.

For example: PCBC™, version 6.6 (by GEOVIA, Dassault Systems)

Reports

Sanders, G J and Williamson, M M, 1996. Coal flotation technical review, ACARP report C4047.

Please note: between 1984 and 1990 *The AusIMM Bulletin* and *The AusIMM Proceedings* were published as one publication and it was abbreviated to *Bull Proc Australas Inst Min Metall*.

Pre-1984, the publications were called *The AusIMM Bulletin* and *Proceedings Australasian Institute of Mining and Metallurgy* (abbreviated to *Proc Australas Inst Min Metall*).

Between 1990 and 2001, both *The AusIMM Bulletin* and *The AusIMM Proceedings* were issued as separate publications.

Commencing in 2002, *The AusIMM Proceedings* was incorporated with *The IMM Transactions* and published as *Transactions of the Institutions of Mining and Metallurgy incorporating The AusIMM Proceedings* (abbreviated to *Trans Insts Min Metall incorp The AusIMM Proc*).

APPENDIX 4

FINAL PAPER CHECKLIST

Papers should be submitted electronically via the event website. Note only Microsoft Word files are acceptable.

Please ensure the following:

- ☐ This work is original and has not been published elsewhere.
- ☐ All authors are co-contributors to the content and have endorsed the draft paper.
- ☐ The paper has been independently peer reviewed prior to submission, for both technical content and grammar.
- ☐ Relevant literature pertaining to the subject has been reviewed and reported.
- ☐ Where applicable, relevant statistical analysis has been carried out and presented in the paper.
- ☐ Company/management approval (as appropriate) has been gained.
- ☐ At least one author has or will register for the event and pay the registration fee (by the given deadline).
- ☐ The paper is in the full paper template.
- ☐ The full title is included and is less than 25 words.
- ☐ All authors' affiliations are included: position, company, city, state, postcode, email.
- ☐ An abstract is included (300-500 words).
- ☐ Australian spelling has been used (eg organise not organize).
- ☐ All acronyms are spelled out for first use, even common terms.
- ☐ All references in the list are cited in the paper.
- ☐ References cited in the paper use surnames and year of publication only, eg (Smith,1970).
- ☐ Reference citations only use *et al*/ where there are more than three authors.
- ☐ All figures and tables in paper are cited in numerical order (eg Figure 1).
- ☐ Figures are of suitable quality and tables are clear and logical.
- ☐ Reference list is in alphabetical order by author surname (and is not numbered or bulleted).
- ☐ Reference list is formatted according to the Harvard system, following the examples shown in this guide.