This document is itself an example of the desired layout (inclusive of the abstract) and should be used as a template.

Please replace all the guiding information with your own text and delete this information text when the paper is complete. Please keep the same font, formatting and postions. (See a [title page](http://library.ifla.org/2209/1/150-bacic-en.pdf) from 2018 as a sample.)

Title of your Paper

First Author (full first- and surname, no title)

Department or Division Name, Institution Name (no postal address), City, Country.

E-mail address: (optional)

**Second Author (full first- and surname, no title)**

Department or Division Name, Institution Name (no postal address), City, Country.

E-mail address: (optional)

Add more Authors as appropriate (full first- and surname, no title)

Department or Division Name, Institution Name (no postal address), City, Country.

E-mail address: (optional)

Creative Commons LicenseCopyright © 2019 by Insert **Name(s) of Author(s)**. This work is made available under the terms of the Creative Commons Attribution 4.0 International License: <http://creativecommons.org/licenses/by/4.0>

Abstract:

*This file provides a template for writing papers for the 2019 IFLA conference. Full papers should be no longer than 4000 words. For your paper to be accepted it must be formatted as a Microsoft Word file (.doc or .rtf), 10 MB or less in size, including pictures & diagrams and should be written in compliance with these instructions.*

*An abstract with 100-300 words should appear on the first page, after the name(s) of the author(s) and the contact information of the corresponding author(s). In a chapter titled "***Abstract:***" (without chapter number. It should be a summary of your paper, single-spaced, with Times New Roman font, 11 point size and**italics.*

**Keywords:** Insert up to five keywords here, Times New Roman font, 11 point size, left-justified.

# Put body of the paper here

# paper AND PARAGRAPH format

Please note the following details: this template is an A4 format with 2.5cm (0.98 inch) margins left, right, top and bottom.

Paragraphs should be single spaced, with space between paragraphs (instead of line indentation), **left-justified.**

# FONT

Use Times New Roman font, 12 point size,.

Acknowledgments

Put acknowledgments here

References

Put references here

Please save your work as a **Word.doc** file with the **Session Number** and **YOUR LAST NAME** (First Author's name only):

**00-YOUR\_LAST\_NAME.doc**

For example: **01-ASKEY.doc**

**Please note:**

Before your paper can be added to the Czech National Repository of Grey Literature ([NUŠL](https://nusl.techlib.cz/en)) conference proceedings (ISBN 978-80-86504-40-7), the **ILDS 2019 Licence Agreement form** must be completed and sent for signing to [pcoll@pobox.upenn.edu](mailto:pcoll@pobox.upenn.edu).

Thank you!