

TITLE IN UPPER CASE BOLD (14pt)

Author name in sentence case bold (12pt)

Organisation name, full address, postcode & email (sentence case 10 pt not bold)

SUMMARY

All text in Bookman Old Style 12 point and single line spacing. Paragraphs separated by one line. Major sections separated by 2 lines and minor sections by one line. Text is fully justified.

The summary should be no more than 1/3 of an A4 page long and should include all the salient points of the presentation.

Major section headings as follows are for guidance only and are not mandatory. Other, more relevant, section headings may be given.

INTRODUCTION

The text should go in here.

MATERIALS & METHODS

The text should go in here.

RESULTS

Minor heading 1

The text should go in here.

Minor heading 2

The text should go in here.

Please use arrowheads if you wish to bullet a list, as follows:

- Text 1
- Text 2
- Text 3

Tables must be numbered sequentially in the order in which they appear in the text. Tables should look something like this:

Table 1 Comparison between dipping and spraying

Parameter	Heading	Heading
1		
2		
3		

Figure 1 Figure titles look like this

Please remember not to embed your figures in the text as we cannot then modify them very easily. Please provide us with the graphics files separately but identify the separate files according to the number in the text so that we can get them in the correct position.

DISCUSSION

The text should go in here.

CONCLUSIONS

The text should go in here.

REFERENCES

References should be indicated in the text by means of a number in parenthesis. These should be quoted in alphabetical order in full and according to convention. These are some examples of the style to use:

1. Burmeister, J.E., Fox, L.K., Hillers, J.K. and Hancock, D.D. (1998). A comparison of two methods of evaluation of teat skin pathology. *J. Dairy Sci.* **81**: 1904-1909.
2. Farnsworth, R.J. (1980). Role of teat dips in mastitis control. *JAVMA.* **176**: 116-18.

ACKNOWLEDGEMENTS

The text should go in here.