

**INSTRUCTIONS FOR PREPARATION OF
FOSSIL ENERGY ADVANCED RESEARCH MATERIALS PROGRAM
ANNUAL PROGRESS REPORTS**

FORMAT

The detailed format is the same as that for the annual conference proceedings, with the exception that the major headings are:

INTRODUCTION, DISCUSSION OF CURRENT ACTIVITIES, and REFERENCES.

Reports should be submitted as Word documents by June 15, 2004 to:

Jeff A. Zollar
Oak Ridge National Laboratory
Building 4508 / MS 6084
P. O. Box 2008
Oak Ridge, TN 37831

ATTACHMENT I – TYPING INSTRUCTIONS – EXAMPLE

INSTRUCTIONS FOR PREPARATION OF ARM CONFERENCE MANUSCRIPT

(Underline and capitalize entire title)

Triple space (2 blank lines

Type on third line)

Double space

N. C. Cole

Oak Ridge National Laboratory

P.O. Box 2008

Oak Ridge, TN 37831-6084

Triple space

ABSTRACT

Triple space

Include a brief single –spaced abstract of your contribution.

Triple Space

INTRODUCTION

Triple Space

Include in introductory paragraphs a statement of the objective of the project and any pertinent background information. Use single line spacing in text and between paragraphs.

Triple Space

MAJOR HEADINGS OF YOUR CHOICE

Triple Space

A detailed description of work completed during the present reporting period should be presented in this section.

Triple Space

SECOND-ORDER HEADING

A second-order heading is flush left with the left hand margin, all caps, bold and preceded and followed by a triple space (two blank vertical spaces).

Third-Order Heading

A third-order heading is flush with the left-hand margin, initial caps, bold, double space (one blank vertical space) precedes each third-order heading.

Fourth-Order Heading. When Fourth-order headings are required, they are given a standard paragraph indention, typed with major words capitalized, underlined, followed by a period; the text should continue on the same line.

TYPING INSTRUCTIONS – EXAMPLE (Continued)

Triple space following text

Figure 1
Place Table and Illustrations as closely as possible after the first text reference, not at the end of paper.

Single space

Fig. 1. Title of figure should be typed with 5 space indentation.

Triple Space

Figure 2
When two or more figures appear on same page Separate by a triple space.

Fig. 2. Should follow text reference as Closely as possible – not at the end of paper.

Triple Space

ACKNOWLEDGEMENTS

Triple Space

REFERENCES

Triple space

1. R. N. Johnson, "Coatings for Fast Breeder Reactors," in Metallurgical Coatings, Elsevier Sequoia, S.A., New York,, 1984, p. 31-47.
2. D. B. Marshall, "An Indentation Method for Measuring Fiber-Matrix Frictional Stresses in Ceramic Composites," *Comm. Amer. Ceram. Soc.* pp. C259-C260, December 1984.