



**INTERNATIONAL NO-DIG 2010**  
**Suntec, Singapore**  
**8-10 November 2010**

**GUIDANCE NOTES FOR CONFERENCE AUTHORS**

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**1. PAPER PREPARATION:** Instructions for preparing your draft paper are provided in the separate example layout. Please note that the format shown in these guidelines must be followed carefully and your draft paper must be submitted no later than 15 June 2010. Authors are encouraged to use the instruction template in paper preparation.

Once received, your draft paper will be reviewed by the ISTT technical committee and if there are any comments or amendments required, you will be asked to provide a final version no later than 15 August due to a strict publication schedule for the Conference Proceedings. Below is confirmation of this schedule:

15 June 2010	Draft papers to be submitted to website
15 July 2010	Paper reviews sent back to authors
15 August 2010	Final papers due

**2. SUBMITTING YOUR PAPER:** Your paper should be uploaded to the Conference website via the following link: <http://www.nodigsingapore.com/addpdf.php>

Please save your file under the following reference:

**Paper # - Author surname, ORGANISATION**

**3. CONFERENCE ATTENDANCE:** All authors and presenters are required to register to attend the conference at the standard rate. The following rates will apply:

**Members of ISTT:**

Early Bird– before 31 August	US\$650
On or after 1 September	US\$750

**Non Members**

Early Bird– before 31 August	US\$750
On or after 1 September	US\$ 950

**4. HOTEL ACCOMMODATION:** There is a range of accommodation available in Singapore and further details may be found on the Conference website. The Headquarters Hotel is the Pan Pacific - a five star hotel, linked to Suntec by a sheltered bridge. Special rates have been negotiated and may be reserved on-line at the Conference website @ S\$275 ++ (approx US\$200) per night room only. Breakfast extra S\$35 ++. Note: Add 20% for '++'.

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