



APPEA 2024 CONFERENCE AND EXHIBITION
PERTH, WESTERN AUSTRALIA, 20-23 MAY 2024

Style Guide

Peer-reviewed
Papers
and
Extended Abstracts

www.appeaconference.com.au





APPEA 2024 Conference and Exhibition

Each year the APPEA Conference highlights key industry developments and findings at a national and international level as well as defining and overcoming the issues and challenges facing upstream energy exploration, development and production.

The APPEA 2024 Conference program will include invited plenary presentations, case studies, technical and business presentations and updates discussions. The conference technical and business program will include oral and visual presentations chosen from the Call for Papers invitation.

The APPEA Journal

The owner of *The APPEA Journal* is the Australian Petroleum Production & Exploration Association (APPEA). The publisher of *The APPEA Journal* is CSIRO Publishing.

The APPEA Journal publishes peer-reviewed papers and extended abstracts dealing with original research in any area of the upstream energy industry and are complemented by PowerPoint presentations and visual presentations.

Detailed guidance for preparation of contributions can be found below. The author template provided should be used to assist in formatting manuscripts.

1. SUBMISSION OF MANUSCRIPTS

Submissions, via the online journal management system [ScholarOne Manuscripts](#) can only be made during the specified period when APPEA and the Technical Program Committee are working on the upcoming conference. Authors may choose to submit either a **Peer-reviewed Paper** (to be published in *The APPEA Journal*) or an **Extended Abstract** (to be published in Supplement 1 to *The APPEA Journal*).

If you encounter any difficulties using the *ScholarOne* system, or you have any queries, please contact editorial.appea@csiro.au.

2. DEADLINES

8 December 2023 Submit your **Peer-reviewed Paper** for review
9 February 2024 Submit your **Extended Abstract** for review

Only one submission is required per paper. Please refer to the paper format you have chosen for the applicable date.

3. COMMUNICATIONS

Please include your name, the title of your peer-reviewed paper or extended abstract, and the reference number assigned to your text when communicating with:

General Query of your Peer-reviewed Papers and/or Extended Abstracts

Dr Steve Mackie
APPEA 2024 Technical Program Committee Chair
The APPEA Journal Editor-in-Chief
TPCChair@appea.com.au
+61 403 146 373





Submission or **publishing** of your Peer-reviewed Papers and/or Extended Abstracts

Philippa Tolmie

CSIRO Publishing, APPEA Journal – Editorial Assistant

editorial.appea@csiro.au

+61 3 9545 8790

Logistical conference details

Sarah Hall

APPEA, Events Manager

speakers@appea.com.au

+61 416 414 836

4. COPYRIGHT AND LICENSE TO PUBLISH

Presentation at APPEA 2024 and publication in *The APPEA Journal* requires authors to complete, sign and return the APPEA 2024 Copyright and License to Publish form by 31 December 2023. This license allows copyright for the material to remain with the author/s and grants a license for APPEA and CSIRO Publishing to publish the material in *The APPEA Journal*. The form will be provided to all successful submissions upon notification.

Please note: this form also gives consent to place the PowerPoint Presentation/s and visual Presentation/s in Supplement 2 of the 2024 volume of *The APPEA Journal*.

Authors must have permission from all copyright holders for third party material that is used in their presentation and papers. Such permission is required in writing. Third party material includes – but is not limited to – any illustrations, photographs, tables or other material, including data, audio, video, other publications or websites. Authors may be charged a fee by the copyright holder for such reuse. Further information on reuse of third-party material is provided in **Appendix 1**.

Authors should also be aware of other legal issues involved in the production and presentation of papers, extended abstracts and presentations. These include the laws of the Commonwealth of Australia and those of Australia’s States and Territories related to libel, slander, defamation and misleading and deceptive conduct.

5. JOURNAL POLICY AND NOTES

The submission of a paper implies that the results have not been published and are not being considered for publication elsewhere. It also implies that all co-authors of the paper have consented to its submission. *The APPEA Journal* will use its best endeavours to ensure that work published is that of the named authors except where acknowledged and, through its reviewing procedures, that any published results and conclusions are consistent with the primary data. It takes no responsibility for fraud or inaccuracy on the part of the authors.

In keeping with the original expectations of the first APPEA Conference, APPEA has a “no paper – no presentation” policy. This means that if a paper (either Peer-reviewed Paper or Extended Abstract) is not submitted for publication, the material cannot be presented at the conference.





6. AWARDS

Awards will be judged and presented at the APPEA 2024 Conference and Exhibition including:

- Alan Prince Award (Best Peer-Reviewed Paper)
- Best Extended Abstract
- Best Oral Presentation
- Best Visual Presentation

The Best Oral Presentation Award is judged by conference delegates, and approved by the Technical Program Chair, whilst the other three awards are judged by the Technical Program Committee. All four awards will be presented during the final plenary session on Thursday, 23 May 2024. All award results are final.

7. OPEN ACCESS

Open Access publication makes scholarly outputs freely available via the Internet, with clear licences – such as Creative Commons – that allow for further sharing and reuse, helping authors reach the broadest audience for their work. Further information is available at <https://www.publish.csiro.au/aj/forauthors/OpenAccess>. Authors may choose to have a paper published under an Open Access licence by paying a publication fee.

Following acceptance of a paper, all corresponding authors will receive an email from the Copyright Clearance Centre (CCC) and will need to follow the link to either **accept or decline** the option to publish Open Access.

Please note:

- *Your paper will be published in The APPEA Journal (2024) without charge, if you present at APPEA 2024.*
- *Open Access publication is completely optional. There is no expectation that you accept Open Access.*
- *If you accept Open Access, a publication fee will be implied. No charges are payable if you decline.*
- *Regardless of acceptance or decline, it is necessary for you to indicate your preference via the CCC's RightsLink portal.*

8. FORMAT OF MANUSCRIPTS AND TEMPLATE

A [word document template](#) is provided to help authors with the formatting of their manuscript. Authors should prepare their manuscript following the guidelines within this template.

You must run your manuscript through computer virus detection, spell checker and grammar checker programs before submitting it.

The APPEA Journal is published in English. If English is not your native language, please make sure your manuscript has been edited by an English editor prior to submission.

If you exceed the word count, you will be alerted and can either 1) amend your manuscript or 2) incur a fee.

8.1 Peer-Reviewed Papers: maximum 5,000 words

Peer-reviewed papers are large pieces of original work dealing with any area of the upstream energy industry. They are restricted to a maximum of 5,000 words for the body of the work (and no more than 8,000 words in total including abstract, captions, references, author statements, author biographies) and can include a maximum of 15 figures and/or tables. The Australian Government Publishing Service's Style Manual for Authors, Editors and Printers and the Macquarie Dictionary are the main editorial references. Your paper should be structured as shown in the following order.

- Title



- Authors' by-lines
- Authors' affiliations and addresses
- Abstract
- Keywords
- Main body of paper
- Data availability statement
- Conflicts of interest
- Declaration of funding
- Acknowledgements
- Notes
- References
- Authors' biographies (150 words maximum) and photos

8.2 Extended Abstracts: maximum 1,500 words

Extended abstracts are short pieces of original work dealing with any area of the upstream energy industry. They are restricted to a maximum of 1,500 words for the body of the work (and no more than 2,300 words in total including abstract, captions, references, author statements, author biographies, etc) and a maximum of 3 figures and/or tables in total. The Australian Government Publishing Service's Style Manual for Authors, Editors and Printers and the Macquarie Dictionary are the main editorial references. Your paper should be structured as shown in the following order.

- Title
- Authors' by-lines
- Authors' affiliations and addresses
- Abstract
- Keywords
- Main body of paper
- Data availability statement
- Conflicts of interest
- Declaration of funding
- Acknowledgements
- Notes
- References
- Authors' biographies (150 words maximum) and photos

9. DATA AVAILABILITY STATEMENT

A Data Availability Statement must be included at the end of the text indicating whether the data used to generate the results in the paper are available and, if so, where to access them. For examples of what to include in the data availability statement, please visit <https://www.publish.csiro.au/aj/publishingpolicies>.

10. CONFLICTS OF INTEREST

Under a subheading 'Conflicts of Interest' at the end of the text, all authors must disclose any financial and personal relationships with organisations or people that could inappropriately influence their work. If there are no conflicts of interest, authors should include the following sentence: 'The authors declare that no conflicts of interest exist.'





11. FUNDING

All sources of funding should be declared. If no funding was provided, authors should include the following sentence: 'This research did not receive any specific funding.'

12. GENERAL PREPARATION OF MANUSCRIPTS

The work should be presented clearly and concisely in English. The title should reflect the key points of interest in the paper. The names and addresses of all authors should be presented on the first page, together with the full postal address and email address of the corresponding author. The introduction should indicate the reason for the work and include essential background references. Line numbers must be included in the left-hand margin to assist in the editing process.

Title

The title should be concise and appropriately informative and should contain all keywords necessary to facilitate retrieval by modern searching techniques. Avoid using abbreviations in titles where possible.

Authors

Author names should be listed as full first name, initial and surnames for all authors, and a current institutional/company mailing address for each. The corresponding author should be indicated, and their email address given.

Please note: For all authorship changes (including author order or details of corresponding author), written correspondence signed by all authors (including the author(s) being added or removed from the paper), is required, explicitly confirming the reason for the change.

Abstract

A 250-word abstract (summary) is published alongside the paper. This summary is a specific overview of the content of your paper, and the associated conference presentation. As a rule, the abstract should consist of a brief and condensed version of your paper's introduction, discussion and conclusions made. Authors should thoroughly review their abstracts to ensure consistency with their finalised paper's text. Acronyms and references should be avoided in the Abstract.

Please note: The abstract (250-words) is presented to delegates to assist them in choosing which oral/visual presentations they wish to attend/view. If the contents have changed since the initial paper proposal, please check and update this field when completing your submission. This should not be confused with the 'EXTENDED ABSTRACT' which is a 1,500-word format for a final paper.

Keywords

List 8 keywords or phrases, in alphabetical order, separating each keyword/phrase with commas. These terms will be used in a searchable function in *The APPEA Journal*. Do not include author names or company affiliations as keywords.

References

All references cited must be listed alphabetically at the end of the paper; all entries in this list must correspond to references in the text.

In the text, references are cited chronologically by author and date (e.g. BP 2016) and are not numbered. Names of two co-authors are linked by 'and' (Calderon and Healy 1993); for three or more co-authors, the first author's name is followed by 'et al.' (Cohen *et al.* 1990). No editorial responsibility can be taken for the accuracy of the references



and authors are requested to check these with special care. Titles must be included for all references as well as first and last page numbers. Papers that have not been accepted for publication may not be included in the list of references and must be cited either as 'unpubl. data' or as a 'pers. comm.'; the use of such citations is discouraged. It is the authors' responsibility to ensure that they have permission to cite material as a personal communication. Titles of periodicals should be provided in full. [EndNote](#) provides an output style for *The APPEA Journal*.

References should be in the following formats:

Chapter in a book

Calderon I, Healy D (1993) Endocrinology of IVF. In 'Handbook of *in vitro* Fertilization'. (Eds A Trounson and D K Gardner) pp. 1-16. (CRC Press: Boca Raton, FL)

Journal article

Cohen J, Malter H, Elsner C, Kort H, Massey J, Mayer MP (1990) Immunosuppression supports implantation of zona pellucida dissected human embryos. *Fertility and Sterility* **54**, 662-665.

Whole book

Cohen J, Malter HE, Talansky BE, Grifo J (1992a) 'Micromanipulation of Human Gametes and Embryos.' (Raven Press: New York)

General conference proceedings

Hayman PT, Collett IJ (1996) Estimating soil water: to kick, to stick, to core or computer? In 'Proceedings of the 8th Australian Agronomy Conference, Toowoomba, 1 January 1996'. (Ed. M Asghar) p. 664. (Australian Society of Agronomy: Toowoomba)

SPE (OnePetro) conference reference

Hall FE, Chunhe Z, Gasem KAM, Robinson RL, Dan Y (1994) Adsorption of Pure Methane, Nitrogen, and Carbon Dioxide and Their Binary Mixtures on Wet Fruitland Coal. (Society of Petroleum Engineers) doi:10.2118/29194-MS

Electronic reference

BP (2016) BP decides not to proceed with Great Australian Bight exploration. Press release, 11 October 2016. Available at <http://www.bp.com/en/global/corporate/press/press-releases/bp-decides-not-to-proceed-with-great-australian-bight-exploration.html>

Standard

ISO (2018) Risk management – Guidelines. ISO31000:2018. (International Organization for Standardization: Geneva) Available at <https://www.iso.org/standard/65694.html>

Report (or section in a report)

IPCC (2022) Summary for Policymakers. In 'Climate Change 2022: Mitigation of Climate Change. Contribution of Working Group III to the Sixth Assessment Report of the Intergovernmental Panel on Climate Change'. (Eds PR Shukla, J Skea, R Slade, A Al Khourdajie, R van Diemen, D McCollum, M Pathak, S Some, P Vyas, R Fradera, M Belkacemi, A Hasija, G Lisboa, S Luz, J Malley) Cambridge University Press, Cambridge, UK and New York, NY, USA. doi:10.1017/9781009157926.001





Units

Authors are requested to use the International System of Units (Système International d'Unités). SI units of measurement should be used wherever possible, particularly for distances and drilled depths. Most companies, like APPEA, prefer to refer to reserves and production rates in the traditional API system (oilfield units). This is accepted for *The APPEA Journal*.

Mathematical equations should be editable and not embedded pictures.

12. TABLES

Editable tables should be prepared in Word using the 'Table' tool (not tabs), without any hard returns within cells, or can be set up in Excel. Number each table and refer to it in the text (Table 1, Table 2, etc.) in order of appearance. There is no need to add instructions on the placement of tables as long as each table is referred to in the text. Do not provide tables as images.

Table titles should be concise and clear and should fully explain the table. Use sentence case throughout the table. Symbols for units of measurement should be placed in parentheses beneath the column heading. Additional information relating to the whole table should be placed as a table footnote using the word 'Note:' at the start. Additional information relating to specific cells should be placed as table footnotes using superscript capital letters as identifiers. Any symbols, abbreviations or acronyms used in the table should be defined in table footnotes.

Keep tables as simple as possible, without excessive subdivision of column headings.

Authors are responsible for obtaining permission from the copyright holder for the use of tables from other publications or websites. Authors may be charged a fee by the copyright holder for such reuse.

13. FIGURES

Figures should be supplied as separate files, but the captions should be included in the main document. Refer to each figure in the text (Fig. 1, Fig. 2, etc.), and number each figure according to the order in which it appears in the text. There is no need to add instructions on placement of figures as long as each figure is referred to. If your figure has multiple parts label with (a), (b), (c), etc. and place the labels in the top left of each image where possible. Figure parts can be supplied as separate images if needed. Please make sure all images are supplied at highest possible resolution.

If your figure files are too large for upload to *ScholarOne* please ensure you let CSIRO Publishing know as soon as your paper is accepted, and an alternative transfer will be arranged.

Please note: Figures used in the final paper will be based on what is provided – if the quality is low in the original, it will remain low in the final publication.

Authors are responsible for obtaining prior permission from the copyright holder for the use of figures/images from other publications or websites. Authors may be charged a fee by the copyright holder for such reuse.

Format

Where possible, line diagrams (graphs, charts, etc.) should be provided as editable files and prepared using either a graphics or chart/graph program such as MacDraw, Illustrator, CorelDraw, Excel, Sigmaplot, Harvard Graphics or Cricket Graph and files should be saved in one of the following formats: encapsulated PostScript (EPS), Illustrator or Excel (provided the Excel files have been saved with the chart encapsulated in it). The submission of scanned images or illustrations prepared in a paint program, e.g. Photoshop (and PICT and JPEG files) is discouraged, because of the difficulty in making editorial corrections to these files. If illustrations must be created in a paint program, save the



file as a TIFF or EPS (these files should be 600 dpi for line drawings and 300 dpi for halftone figures). Please ensure photographs are supplied at highest possible resolution.

Size

Figures can be provided as single column width, 2/3-page width, double column width, or full page (portrait or landscape). Sizes are as follows:

- single column: 19–20 pica width
- 2/3 width: 28–30 pica width
- double column: 41 pica
- full page (width and height): 41 x 53 pica

Fonts

Please prepare figures using a standard sans serif font. Arial preferred. Font sizes for main axis labels, part labels should not be more than 8pt. Legends and data points should be 7pt font size where possible. Font should never be smaller than 5pt to ensure readability.

Style

- Use sentence case for text within figures
- Use Australian English spelling (ise, notize, etc.) throughout
- Use 'and' not '&'
- For ranges in numbers (5–10) or minus signs (–20) please use an en rule rather than a hyphen as this is clearer for the reader.

Graphs

Graphs should be prepared with one main x and y axis line. Grid lines are not required. Line weight of x- and y-axes should be ~1.0 (not below 0.7). State on the axes of a graph what is being measured and give the appropriate units in parentheses. Ensure any symbols/colours used are explained in a legend on the figure, or in the caption. Ensure numbers on axes have the same number of decimal places.

Maps

Ensure north is identified and a scale is provided. Ensure any symbols used are fully explained in a legend within the figure, or the caption. If maps are taken from Google Earth (or similar) please ensure attribution information is retained, either on the figure or provided in the caption.

Photographs

Ensure that permission has been gained by the copyright holder of the photograph and include a photographer credit in your caption. If your photograph contains people, please ensure that they have provided permission for their image to be published.

Captions

Captions should be concise and clear and should fully explain the figure. Explain any symbols or abbreviations used in the caption of the figure or in a legend. If your figure has multiple parts, ensure each part is explained in the caption. If your figure is a photograph, ensure the photographer is credited in the caption.





14. AUTHOR BIOGRAPHIES & PHOTO

Include a short biography (maximum 150-words) and passport style photo for each author at the end of the paper. The biography should briefly summarise the author's:

- tertiary education and professional record
- present employment and position
- any executive positions and membership of professional bodies
- any given names the author is known by

15. PAGE CORRECTIONS AND PROOFS

Page proofs are sent to the corresponding author for checking prior to publication. At this stage only essential alterations and correction of printer errors may be undertaken.

16. SUPPLEMENTARY MATERIAL

Supplementary material of a detailed nature that may be useful to other workers but is not essential to the main paper may be submitted with the manuscript. If accepted, supplementary material will be published on the Journal's website alongside the paper and made freely available to all users. Supplementary material should be cited in the main text in the format Supplementary Table S1, Supplementary Figure S1, etc. If providing multiple supplementary files these will be made available as a zip file to users. Accepted files include: Word, Excel, video files, image files, PDF files, datasets/database files.

Preparation of supplementary files

Supplementary material is not copyedited or typeset and will be published as supplied. Please ensure that any supplied files are fit for publication. Remove all tracking, highlighting, comments and line numbering from your final files. Ensure fonts and formatting are consistent throughout your document. If you are supplying a large number of sections/appendices you may wish to include a table of contents within your file. Use Australian English throughout and run a spell check over your document(s).

Please provide supplementary material separate to your Main Document. We will add a title page to your Supplementary file containing the main paper title, author names, affiliations and the DOI of the main paper to link the supplementary file to the main paper.

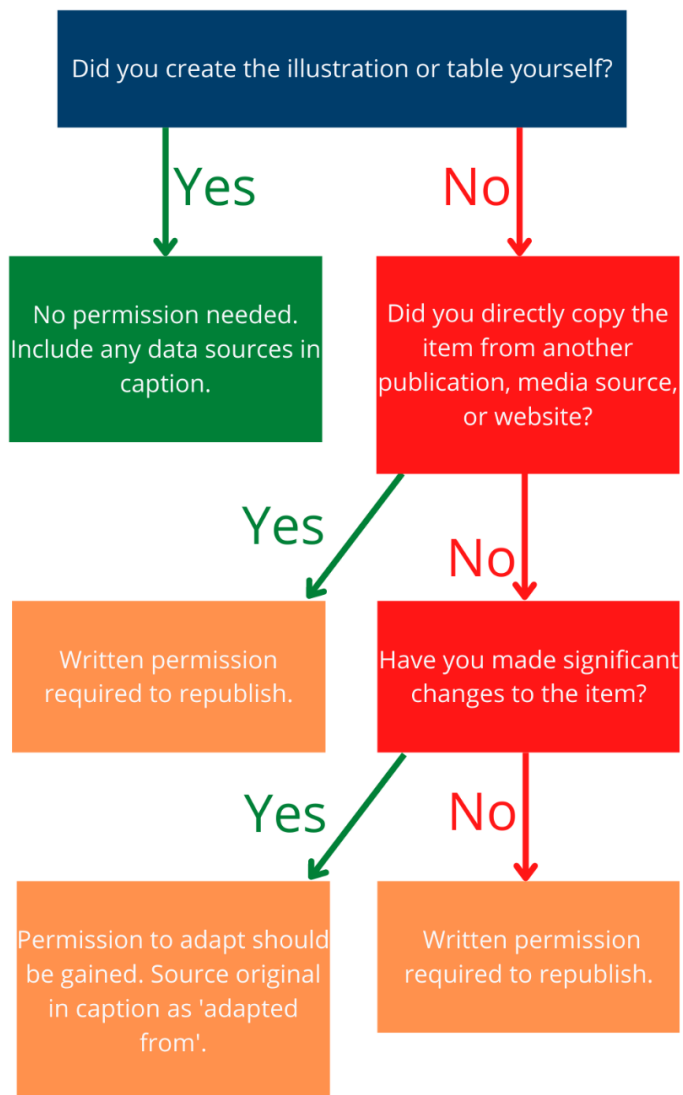
17. DISCLAIMER

The information within this style guide is correct at time of publication, 25 July 2023.





Appendix 1. REUSE OF THIRD-PARTY MATERIAL



Please note: if an image or table is taken from an Open Access publication, written permission is usually not required as long as full credit is given. Please check the licence conditions under which the paper is published.

