

## **General Guidelines:**

The maximum length of the description for BENSFC short-term proposals is 2 pages A4. Longer descriptions cannot be accepted.

- We prefer to receive **Word-documents**, but also accept **PDF**.
- Please make sure that the figures you insert into the text will be displayed in their correct positions in the final version! To be sure, use the **PASTE SPECIAL** option in the **EDIT** menu and insert the figures as **PICTURE**. Be careful to disable the default option **FLOAT OVER TEXT**.

The experiment description must contain the following parts (please include the following bold printed headers in your text):

- **Summary (max. 100 words)**
- **Scientific background**  
(a brief statement of the scientific background and the general importance of the related research)
- **Detailed description of the proposed experiment**  
(- give a clear account of the aims of the proposed experiment and a detailed description of the experiment, keeping in mind that not all of the panel members are experts in the field
  - state why the use of BENSFC instruments is necessary for your experiment, especially with regard to the need of neutrons
  - give results of preliminary work carried out, e.g. NMR, other scattering methods, magnetic properties, etc. and the relationship with your proposed experiment
  - state the number of samples and justify the number of days requested)
- **References**  
(list of relevant published literature (especially published results from earlier BENSFC experiments))

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