

Guidelines to Authors

ENTER TITLE OF ARTICLE (Font size – 14)

(one 12 pt space here)

First Author¹, Second Author² and Third Author³

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(one 12 pt space here)

Abstract

The abstract is to be in fully-justified italicized text as it is here, Use the word “Abstract” as the title, in 9-point bold, italic, Times New Roman, left-aligned relative to the column. Abstracts is to be written in 9-point, bold, Times New Roman single-spaced type, preferably not more than 250 words. Do not include literature citations or references to tables, figures, or equations.

Keywords:

Include maximum of 5 words

1. INTRODUCTION (12pt bold)

This template is designed to help you in preparing your manuscript in expected format. The guidelines include complete descriptions of the fonts, spacing and related information for creating your proceedings manuscripts. Please follow them properly.

2. MAIN SECTION-I

Use this document as a template by simply typing your text into it.

2.1 PAGE LAYOUT (11pt bold)

Use 8.27 inch (210mm) x 11.69 inch (297mm) paper. The margins must be set as:

- Top = Bottom = 1 inch (2.54 cm)
- Left = Right = 0.32 inches (0.8cm)

The paper must be in a two column format of width 3.62 inches (9.2cm) with a space of 0.39 inches (1cm).

3. MAIN SECTION-II

All paragraphs must be indented and justified.

3.1 FONT OF THE MANUSCRIPT

The entire manuscript should be in Times New Roman. Other font types may be used if required only for special purposes. Refer to Table 1 for font sizes.

3.2 PAPER TITLE

The title must be in 14 pt bold and be centered over both columns; the title should have 0 pts space above and 12 pts below. Every word in a title must be capitalized except articles, prepositions, and conjunctions.

Table.1. All Font type must be Times New Roman

Item	Font	Justification	Space above	Space below
Title	14pt bold	Centered	0pt	12pt
Author(s)	12pt bold	Centered	12pt	0pt
Author affiliation & e-mail	10pt italic	Centered	0pt	12pt
Abstract and its contents	9pt bold, italic	Left	Two 12pt	12pt
Keywords and its content	9pt bold, italic	Left	12pt	12pt
First order heading	12pt bold	Left	12pt	12pt
Second order heading	11pt bold	Left	8pt	8pt
Third order heading	10pt bold, italic	Left	4pt	4pt
Body	10pt	Justified	3pt	3pt
Table title	10pt	Centered	12pt	6pt
Figure title	10pt	Centered	6pt	12pt

3.3 AUTHOR DETAILS

Author name must be in 12pt bold with 12pt above. Author affiliation must be in 10pt italic. E-mail address must be in 10pt. Professional positions/titles such as Research Scholar, Professor, Dr., Managing Director, Senior Member IEEE etc., are to be avoided. Each affiliation must include, at the very least, the name of the company and the name of the country where the author is based.

3.4 SECTION HEADINGS

A maximum of 3 level headings should be used. Every word in a heading must be capitalized except for prepositions and conjunctions.

3.4.1 First Order Heading:

A First order heading must be 12pt bold, Times New Roman, left justified and numbered (1,2,3,...). Each word must be capitalized except prepositions and conjunctions.

3.4.2 Second Order Heading:

A Second order heading must be 11pt bold, Times New Roman, left justified and numbered (2.1, 2.2, 2.3,...). Each word must be capitalized except prepositions and conjunctions.

3.4.3 Third Order Heading:

A Third order heading must be 10pt bold, italic, Times New Roman, left justified and numbered (3.2.1, 3.2.2, 3.2.3,...). The first letter of each word must be capitalized except prepositions and conjunctions. It must end with a colon.

3.5 FIGURES AND TABLES

Each table should have its own short title above the table and right after the number of the table. Tables are numbered consecutively from the beginning of the article using Arabic numerals. In general, tables should fit within one column of the two-column format. However, it is acceptable on occasions, to make the table cover the entire width of the page.

Figures include pictures, drawings and graphs of the article. Just like tables, figures are numbered sequentially using Arabic numerals. However, the titles for figures are BELOW the figure (unlike tables). Figures may also be of such a size that they cannot fit within a column of the two-column format. If that is the case, then the figure may spread across the page. Figures should appear within the body of the article in close proximity to the text that is referred to.

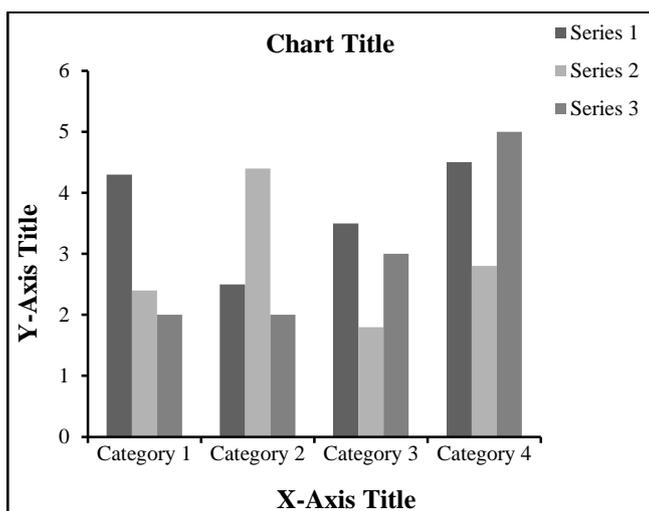


Fig.1. A Sample Chart

Clearly label all graphs with proper units, axes titles, and scales. Check that the resolution is adequate to reveal the important detail in the figure. Please check your paper on a black

and white hardcopy and ensure that the images used are clear and all text labels are legible.

Captions of a single line must be centered whereas multi-line captions must be justified.

Note:

- A copy of tables and figures which are used has to be sent separately along with the soft copy of the manuscript (with figures and tables).
- All the figures must be in either Grayscale or Black & White (preferably) for the printed version. However, it does not concern for e-journals.

3.6 EQUATIONS

If you are using Microsoft Word, use Microsoft Equation Editor for equations in your paper. The equations must be centre aligned. Number equations consecutively with equation numbers in parentheses flush with the right margin, as in Eq.(1)

$$c = a + b. \quad (1)$$

Be sure that the symbols in your equation have been defined before the equation appears or immediately following. Italicize Roman symbols for quantities and variables, but not Greek symbols. Use parentheses to avoid ambiguities in denominators.

3.7 CITATIONS

All sources cited in the text must be listed in the References. References are sequentially numbered as they appear in the article. Reference numbers are indicated in square brackets. When referring to a reference item, enclose the citation number in square brackets, for example [1]. Multiple references are each numbered with separate brackets, for example [3], [5] and in case of series references [2]–[7]. Types of references are as follows:

- For a journal article, refer [1]
- For a book, refer [2]
- For a conference paper, refer [3]
- For a thesis, refer [4]
- For a technical report, refer [5]
- For an online source, refer [6]
- For a patent, refer [7]
- For a magazine article, refer [8]

4. CONCLUSION

A conclusion might elaborate on the importance of the work or suggest applications and extensions. Authors are requested to ensure that best efforts are made to retain the appearance of their manuscripts in the given template. Papers not in accordance with these guide lines and manuscripts with number of mistakes will have to be rejected. The editorial committee may make some limited changes in the manuscript if needed.

APPENDIX (12pt bold)

Appendixes, if needed, appear before the acknowledgement.

ACKNOWLEDGEMENT (12 pt bold)

The heading of this section must not be numbered. You may wish to thank those who have supported you and your work.

REFERENCES (12 pt bold)

Within the text, references should be cited by giving the last name of the author(s) and numbered consecutively starting with [1], i.e: “Some results from the experiment were given by Wijaya and Riyanto in [1], Wijaya, et.al in [2], Majerski and Przybylo in [3], Nurdin, et al. in [4] and [5].”

Note that in the case of three or more authors, only the last name of the first author is cited and the others are denoted by et al. The same rule is also held for the header title on even pages.

Within the Reference chapter, use the same typeface as the body of the text for the references, or just find Reference in Styles Windows. In References chapter you should write based on the order of appearances, not alphabetically.

Examples:

- [1] Author, I. N. (Year). Title of the article. Title of the Journal or Periodical, volume number (issue number), page numbers.
 - [2] Smith, L. V. (2000). Referencing articles in APA format. *APA Format Weekly*, 34(1), 4-10.
 - [3] James, S. A. (2001, June 7). Magazine articles in APA format. *Newsweek*, 20, 48-52.
 - [4] Tensky, J. A. (2004, January 5). How to cite newspaper articles. *The New York Times*, 4D, 5D.
 - [5] Mischel, W., & Baker, N. (1975). Article with two authors. *Journal of Personality and Social Psychology*, 31, 254-261.
 - [6] Hart, D., Keller, M., Edelstein, W., & Hofmann, V. (1998). Article with more than three authors. *Journal of Personality and Social Psychology*, 74, 1288-1289. doi:10.1037/00223514.74.5.1278.
 - [7] Articles with no authors. (2012, March, 6). Dayton County News. http://www.daytoncountynews.com/news/39756_39275.html.
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