# Title Format: Overall Guide – Length of Full Length Manuscript is Limited to 8 Pages

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**Abstract.** You should leave 8 mm of space above the abstract and 10 mm after the abstract. The heading Abstract should be typed in bold 9-point Arial. The body of the abstract should be typed in normal 9-point Times in a single paragraph, immediately following the heading. The text should be set to 1 line spacing. The abstract should be centred across the page, indented 17 mm from the left and right page margins and justified. It should not normally exceed 200 words.

## 1 Page layout

Use A4 paper size and adjust the margins to those shown in the Table 1. Do not add any page numbers.

 Margin
 mm

 Top
 24

 Bottom
 16

 Left
 20

 Right
 20

Table 1. Setting Word's margins.

#### 1.1 Formatting the title, authors and affiliations

#### 1.1.1 Formatting the title

The title is set in bold 16-point Arial, justified. The first letter of the title should be capitalised with the rest in lower case. You should leave 22 mm of space above the title and 6 mm after the title.

## 1.1.2 Formatting author names and author affiliations

The style for the names is First Names, typed in italic 10-point Times, then Last Name, typed in 10-point Times, with a comma after all except the last author, which is separated by comma + "and". Do not use academic titles.

Affiliations of authors should be typed in 9-point Times. They should be preceded by a numerical superscript corresponding to the same superscript after the name of the author concerned. Please ensure that affiliations are as full and complete as possible and include the country.

#### 1.2 Formatting the text

The text of your paper should be formatted as follows:

- 10-point Times, Times Roman or Times New Roman.
- The text should be set to single line spacing.
- Paragraphs should be justified.
- The first paragraph after a section or subsection should not be indented; subsequent paragraphs should be indented by 5 mm.

The use of sections to divide the text of the paper is optional and left as a decision for the author. Where the author wishes to divide the paper into sections the formatting shown in Table 2 should be used.

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Table 2. Formatting sections, subsections and subsubsections.

	Font	Spacing	numbering
Section	12-point Arial bold	6 mm before 3 mm after	1, 2, 3, etc.
subsection	10-point	6 mm before	1.1, 1.2, 1.3,
	<b>Arial bold</b>	3 mm after	etc.
subsubsection	10-point	6 mm before	1.1.1, 1.1.2,
	Arial Italic	3 mm after	1.1.3, etc.

# 2 Figures and tables

Figures and tables, as originals of good quality and well contrasted, are to be in their final form, ready for reproduction, pasted in the appropriate place in the text. Try to ensure that the size of the text in your figures is approximately the same size as the main text (10 point). Try to ensure that lines are no thinner than 0.25 point.

#### 2.1 Captions/numbering

Captions should be typed in 9-point Times. They should be centred above the tables and beneath the figures.

#### 2.2 Positioning

Place the figure as close as possible after the point where it is first referenced in the text. If there is a large number of figures and tables it might be necessary to place some before their text citation.



Fig. 1. Caption of the Figure 1. Below the figure.

## 2.3 Colour illustrations

You are free to use colour illustrations for the online version of the proceedings but any print version will be printed in black and white unless special arrangements have been made with the conference organiser. Please check whether or not this is the case. If the print version will be black and white only, you should check your figure captions carefully and remove any reference to colour in the illustration and text. In addition, some colour figures will degrade or suffer loss of information when converted to black and white, and this should be taken into account when preparing them.

### 3 Equations and mathematics

Equations should be centred and should be numbered with the number on the right-hand side.

$$T_{\rm s}(l,t) = T_{\rm g}(l,t) \tag{1}$$

$$T_{\rm s}(l,t) = T_{\rm g}(l,t) T_{\rm b}(x \to -\beta, t) = 0$$
 (2)

Use italics for variables (u) and bold  $(\mathbf{u})$  for vectors. The order for brackets should be  $\{[()]\}$ , except where brackets have special significance.

The acknowledgements should be typed in 9-point Times, without title.

# References

(IEEE format for referencing may be followed)

[1] D. V. Lindberg and H. K. H. Lee, "Optimization under constraints by applying an asymmetric entropy measure," *J. Comput. Graph. Statist.*, vol. 24, no. 2, pp. 379–393, Jun. 2015, doi: 10.1080/10618600.2014.901225.

(10 pt Times New Roman Font.)