

Paper title 20pt font size, single space, 12pt after, centered

A. Author* and B. Author** (12pt font, single spacing, 8pt after)

*Address of author 1 + email address: name@domainname

** Address of author 2 + email address: name@domainname (10pt font, 14pt line exact spacing)

Abstract

Two blank 11pt space lines should precede the abstract title. A blank 11pt single space line should follow the abstract title. The abstract should be written in a single paragraph of 100-200 words, 11pt Times New Roman, line spacing exactly 14pt. Do not put equations or references in the abstract. Do not include keywords. A blank 20pt single space line should follow the abstract.

1 Title of first section (16pt bold, exactly 14pt spacing, 12pt after)

Papers prepared using Word should be submitted electronically as a “.pdf” file only.

The first paragraph of a section and sub-section should not be indented. The line spacing should be 14pt exact; font Times New Roman 11pt. Use margins as in this document 2,5cm left and right, 3cm top and bottom, A4 paper size. All text including the abstract but excepting reference list, figure and table titles should be left and right justified. Omit page numbers.

Second and subsequent paragraphs indented 0.5 cm. Do not leave blank lines between paragraphs.

Please add the header (except for the first page) with the title of the paper on the left and the authors' last names on the right, 11pt text and 1cm space between header and main text.

Use Harvard referencing system e.g. Barlow and Hunter (1960). Avoid footnotes. Equations should be numbered consecutively, centered as below, and properly punctuated:

$$\text{var}(Y) = \sigma_T^2 + T^2 \{1 - F_X(T)\} / \{F_X(T)\}^2. \quad (1)$$

Where equations are not on a separate line but in the paragraph text as for example, $\mu = T/F_X(T)$, ensure that paragraph line spacing remains at exactly 14pt. Ensure equations' font size is 11pt for main symbols, 8pt for subscripts, 6pt for sub-subscripts.

1.1 Sub section titles should be 14pt bold, 8pt after

Sub-sub sections should be avoided, but if necessary use same title format as sub sections. A blank 20pt single space line should precede all section titles, 11pt single space line should precede all sub section, sub-sub section, appendix and references titles.

Theorems and remarks should be formatted as follows:

Theorem 1. *Format as text but italicized and with six pt before first line, six pt after last line.*

Remarks title should be not bold but italic.

Remark 1. Remark text should be non-italic with six pt before first line, six pt after last line.

Regarding bulleted and numbered lists—please avoid them—but if they must be used they should be formatted as main text with bullet and number symbol against left margin as below,

- with six pt before first line and after the last line;
- ensure that text in bullets is properly punctuated.

Figure 1 shows an example figure.

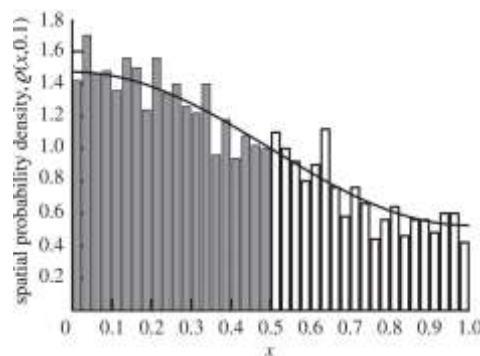


Figure 1. Figure title centered below figure, 11pt font, 14pt exact spacing, blank 11pt single space line following figure title. Table titles should be the same, except for situation which should be above the table.

Appendix

An appendix should precede the references but follow acknowledgements section if applicable.

The reference list should be formatted as below. Book titles should be italicized. Edited book or proceedings should be italicized.

References

- [1] Barlow, R.E. and Hunter, L.C. (1960) *Optimum preventive maintenance policies*. Operations Research **8**, 90-100.
- [2] Knuth D.E. (1981) *Seminumerical Algorithms*. Addison-Wesley.
- [3] Oaho, V., Ullman, J.D. and Yannakakis, M. (1983) *On Notions of Information Transfer in {VLSI} Circuits*. In Proc. Fifteenth Annual ACM Symposium on the Theory of Computing (Oz and Yannakakis, Eds.), Academic Press Boston, pp.151-158.