

# INSTRUCTIONS TO AUTHORS FOR THE PREPARATION OF PAPERS

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**SUMMARY:** The purpose of this document is to provide an example of how authors must format their papers. The summary should be a self-contained and explicit overview of the paper with a clear statement of the principal conclusions reached. It should be at least 100 words, but must not exceed 150 words in length. It must be single spaced, even justified across the full width of the page and start two 12 point line spaces down from the Author affiliation list. The entire paper must be prepared using 12 point Times New Roman font, with the exception of the title of the paper which must be 18 point Times New Roman and any subscript which must be 10 point Times New Roman. The paper title and all section and sub-section headings, including the summary and keywords headings, must be bold. Third order headings, table and figure captions, and author affiliation must be italicised and not bold. Symbol font may be used for Greek letters.

**KEYWORDS:** list up to eight words or group of words in order of priority, separated by commas, which will be used for indexing purposes - do not use general terms like composites.

## INTRODUCTION

All papers accepted for presentation will be included in book format proceedings. There is no limit of length of keynote papers, however there is an absolute maximum of four (4) pages for all other papers. The computer file of the paper should not exceed 1.4 Mb. All authors are encouraged to be concise and use the minimum number of pages that is reasonable to report their work.

Papers must be delivered on a PC formatted disk, completely "camera-ready" and also have to be send on "A4" paper size (297 x 210 mm), the top and side margins must be 25 mm and the bottom margin 18 mm. Inside these margins, each page should be completely filled with text except for the first page, where the paper title start five 12 point line spaces from the top

margin. All other line spaces must be one 12 point line space, except for before section titles where two line spaces must be inserted.

## BODY OF THE PAPER

### Notation, Units and Equations

The extensive use of symbols, abbreviations, acronyms or other special nomenclature should be minimised. Rather than list them at the beginning of the paper, they must be defined when first used. SI units must be used throughout the paper, although equivalents in other consistent system may be given in parentheses, as shown above.

#### *Equations*

All forms of equations must be typed, centered and numbered consecutively with Arabic numerals as they appear in the text of the paper. The first equation would be referred to in the text as Eqn 1 and be presented as follows:

$$\{Q\} = P[g]\{u\} \quad (1)$$

### Tables and Figures

Tables and figures must be integrated with the text and numbered consecutively with Arabic numerals in the order in which reference is made to them in the text of the paper. All captions must be italicised and centrally located above a table and below a figure. The first table or figure caption would be referred to in the text as Table 1 or Fig. 1 and be presented as follows:

Table 1: The first table in the paper

Table or Figure
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Fig. 1: The first figure in the paper

Papers will be photographically reduce to 77% of original size for printing in book form, so all the text and details in figures should be large enough to be legible.

## REFERENCES

1. O'Brien, T.K. and Salpekar, S.A., "Scale effects o the Transverse Tensile Strength of Graphite/Epoxy Composites", *Composite Materials : Testing and Design (Eleventh Volume)*, ASTM STP 1206, Camponeschi, E.T., Jr, Ed., American Society for Testing and Materials, Philadelphia, 1993, pp. 23-52.