

Instructions for Preparing of ICoMMS 2006 Manuscript ← 14pt, bold, centered

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Abstract ← 12pt, bold

This document contains important information and instructions to assist you in preparation of your paper. Please follow the instructions given carefully. Only papers prepared according to these instructions will be published. This is a sample of your full paper. Abstract should be written in 10pt Times New Roman, italic, not more than 200 words.

Keywords ← 12pt, bold

Leave one blank line after the abstract and write maximum of 5 keywords, in 10pt, italic.

1. Introduction ← 12pt, bold

The official language of the ICoMMS 2006 is English. The full paper must be submitted in electronic version (both in Microsoft Word and PDF). Papers submitted for presentation are strictly limited to a maximum of **6 (six) pages**. The font used throughout the paper is Times New Roman.

2. Instruction for Layout of Paper

The paper size is A4 (i.e., 210 x 297mm), two-column format (i.e., 85mm each) with a 2.5cm margin at the top, a 2.5cm margin at the bottom, 1.5cm margins on the left and right with a 1cm space between the two columns. Lines are single spaced, justified. If the last page of your paper consists of less than two columns, then divide the last page text into two columns of equal length.

2.1 Paper Title ← 10pt, bold

The title of the paper should be in 14 pt bold and be centered over BOTH columns; the title should have 0 pts space above and 12 pts below.

2.2 Authors and Affiliations

Author names should be in 12 pt Times Roman bold with 12 pts above and 12 pts below. Author addresses are superscripted by numerals and centered over both columns of manuscripts. Professional positions/titles such as

Professor, Dr., Production Manager etc., are to be avoided.

Author affiliations should be in 10 pt Times Roman italic single spacing. The body of the text should commence 2 lines (24 point) below the last address.

2.3 Section Headings

Three levels of heading are allowed as follows:

- Level 1 (Heading1 format) - 12pt, bold, left justified
- Level 2 (Heading2 format) - 10pt, bold, left justified
- Level 3 (Heading3 format) - 10pt, bold italic, left justified and without number.

2.4 Body Text

The body of the text is a set of body text paragraphs defined as follows:

- 10pt Times New Roman
- Single space, defined as 10pt
- There is no indentation for the first line

Bullets

There are two levels of allowed bulleting:

- This is the first bullet level
 - This is a sub-bullet level

Enumerated Lists

Lists are sequentially numbered as follows:

1. Spacing before the start of list is 3pt
2. Spacing after the end of list is 3pt

2.5 Figures

Figures are sequentially numbered commencing at 1 with the figure title and number below the figure as shown in Figure 1. Detailed recommendations for figures are as follows:

- Ensure that figures are clear and legible with typed letterings.
- Colour Figures will only appear in CD-proceeding and will be printed as black & white for hard copy

version.

- If a figure spans two columns, it should be placed at the top or bottom of a page.
- Hard copy illustrations should be scanned and included in the electronic version of the submission in an appropriate format as follows:
 - BMP - Microsoft bitmap file
 - WMF - Windows Metafile Format
 - EPS - Encapsulated Postscript
 - JPEG – Joint Photographic Experts Group
- The following files are permissible:
 - Microsoft Graph
 - Microsoft Draw

Figure 1 shows an included sample of figure.

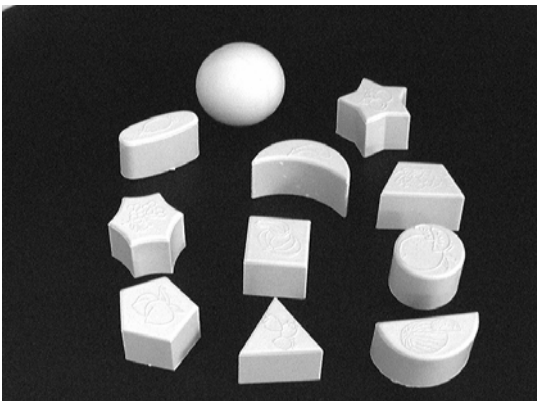


Figure 1 - A Sample Figure

2.6 Tables

Tables are sequentially numbered with the table title and number above the table. Tables should be centered in the column OR on the page. Tables should be followed by a line space (10pt). Elements of a table should be single-spaced, however double spacing can be used to show groupings of data or to separate parts within the table. Table headings should be in 10pt bold. Tables are referred in the text by the table number, such as Table 1

Table 1 – Formatting Rules

Object	Font	Alignment	Space above	Space below
Title	14pt bold	centered	0pt	12pt
Author(s)	12pt bold	centered	12pt	12pt
Addresses	10pt italics	centered	0pt	0pt
Heading1	12pt bold	left	9pt	6pt
Heading2	10pt bold	left	6pt	3pt
Heading3	10pt bold italics	left	6pt	3pt
Body	10pt	justified	0pt	6pt
Bullet	10pt	justified	0pt	3pt
Table title	10pt italics	centered	12pt	6pt
Figure title	10pt italics	centered	6pt	12pt

2.7 Equations

Equations should be numbered serially within parentheses as shown in Equation (1). The equation number is to be placed at the extreme right side.

$$\hat{y}_k(t) = \sum_{j=1}^{n_h} w_{jk}^2 F \left(\sum_{i=1}^{n_i} w_{ij}^1 v_i^0(t) + b_j^1 \right) + \sum_{i=0}^{n_i} w_{ik}^3 v_i^0(t); \quad (1)$$

for $1 \leq k \leq m$

2.7 Units, Abbreviations and Symbols

Metric units are preferred. Define abbreviations and symbols at the first time as they are introduced in the text.

2.8 Footnotes

Footnotes should be in 9pt Times Roman and placed at the bottom of the column in which they appear¹. Footnotes should be used sparingly. Footnote numbers in text should be in superscript.

3. References

All publications cited in the text should be included as a list of references. References are sequentially numbered as they appear in the text. Reference numbers are indicated in square brackets.

Recommendations for references are:

- Include ALL authors. et al., for multiple authors is not acceptable.
- When referencing in the body of text, use 10pt Times Roman in square brackets.
- Types of references are as follows:
 - For a Book, see [1]
 - For a Journal Article, see [2]
 - For a Magazine Article, see [3]
 - For a Proceedings Paper, see [4]
 - For a University Technical Report, see [5]
 - For a Dissertation or Thesis, see [6]
 - For a Forthcoming Publication, see [7]
 - For an Internet Reference, see [8]

When preparing your reference list, the following should be avoided:

- References not cited in the text.
- Excessively referencing your own work.
- Insufficiently referencing the work of others.

4. Conclusion

Papers not prepared in accordance with these guide lines and manuscripts with number of mistakes will have to be rejected by the Technical Committee.

Remember the ‘fine-tuning’: A page should not end with a heading; a page should not start with incomplete line; do not

¹ This is a footnote.

underline any part of the text.

The camera ready paper must be submitted in electronic version (both in Microsoft Word and PDF format) via email to icomms@kukum.edu.my and icomms2006@yahoo.com. The file should be named according to the paper reference number that has been given to you. E.g. ICoMMS1001, ICoMMS1002 etc. Please visit ICoMMM 2006 homepage for more updated information on the conference at:

<http://www.kukum.edu.my/icomms>

Acknowledgments ← 12pt, Times bold

You may wish to thank those who have supported you and your work.

References ← 12pt, Times bold

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