
GUIDE FOR AUTHOR

SCIENCE AND TECHNOLOGY SERIES

Preparation

The text of the paper should be in double-column format. Keep the layout of the text as simple as possible. The size of the paper should be on the A4 paper size, and to avoid unnecessary errors you are strongly advised to use the 'spell-check' and 'grammar-check' functions of your word processor.

- ***Abbreviation and Acronym***

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Abbreviations such as SI, MKS, CGS, sc, dc, and rms do not have to be defined.

- ***Equation***

To create multileveled equations, it may be necessary to treat the equation as a graphic and insert it into the text after your paper is styled.

- Number equations should be written consecutively. Equation numbers, within parentheses, are to position flush right, as in (1), using a right tab stop. To make your equations more compact, you may use the solidus (/), the exp function, or appropriate exponents. Italicize Roman symbols for quantities and variables, but not Greek symbols.
- Use a long dash rather than a hyphen for a minus sign.
- Punctuate equations with commas or periods when they are part of a sentence.
- Note that the equation is centered using a center tab stop. Be sure that the symbols in your equation have been defined before or immediately following the equation. Use "(1)," not "Eq. (1)" or "equation (1)," except at the beginning of a sentence: "Equation (1) is ..."

- ***Headings***

Headings in the article should be appropriate to the nature of the paper. Headings, or heads, are organizational devices that guide the reader through your paper. There are two types: component heads and text heads. Component heads identify the different components of your paper and are not topically subordinate to each other. Text heads organize the topics on a relational, hierarchical basis. If there are two or more sub-topics, the next level head (uppercase Roman numerals) should be used and, conversely, if there are not at least two sub-topics, then no subheads should be introduced.

- ***Units***

Use either SI (MKS) or CGS as primary units. (SI units are encouraged.) English units may be used as secondary units (in parentheses). Avoid combining SI and CGS units, such as current in amperes and magnetic field in Oersteds. Do not mix complete spellings and abbreviations of units. Use a zero before decimal points: "0.25," not ".25." Use "cm³," not "cc."

Paper organization

- **Title Page**

Title. The title should be brief and should not exceed 20 words (use style: **Paper title**). Do not use abbreviations in the title or heads unless they are unavoidable.

Author's Name. The full name, e-mail, and institutional affiliation of all authors must be included. The affiliation address for each author should be indicated by superscript Arabic numbers (1, 2, 3, etc.). Please keep your affiliations as succinct as possible (for example, do not differentiate among departments of the same organization).

- **Abstract**

Articles must include an abstract of 200 words or fewer. The abstract should not repeat the information already present in the title. Write as continuous text organized as background and rationale for the study, main results, and conclusions.

Keyword. Provide a maximum of 5 keywords written in alphabetical order. Please avoid general terms, multiple concepts (avoid, for example, and or of), and abbreviations. Only abbreviations firmly established in the field are eligible.

- **Introduction**

Do not include a heading. The Introduction presents the purpose of the studies reported and their relationship to earlier work in the field.

- **Materials and Methods**

Provide sufficient information details that allow the work to be reproduced in the future. Only new methods should be described in detail. Cite previously published procedures in References.

- **Result and Discussion**

Results can be presented in figures, tables, and text. Reserve the extensive discussion of the results for the Discussion section. The Discussion section should be an interpretation of the results rather than a repetition of the Results section. The Results and Discussion sections may be combined into one section.

- **Conclusion**

Collect and summarize the most important results & their implications, the status of the problem should be briefly reviewed before the new findings are presented.

- **References**

The References section must include all relevant published works, and all listed references must be cited in the text. The author(s) must check the accuracy of all reference numbers, as the UI Proceeding Series will not be responsible for incorrect in-text reference citations. Abbreviate journal names according to the PubMed Entrez Journals database (available at <http://www.ncbi.nlm.nih.gov/entrez/>).

- Citations are numbered consecutively with numbers within brackets [1], not by author name/year. The sentence punctuation follows the bracket [2]. Refer simply to the reference number, as in [3]—do not use “Ref. [3]” or “reference [3]” except at the beginning of a sentence: “Reference [3] was the first ...”

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- Number footnotes separately in superscripts. Place the actual footnote at the bottom of the column in which it was cited. Do not put footnotes in the reference list. Use letters for table footnotes.
 - Unless there are six authors or more give all authors' names; do not use "et al." Papers that have not been published, even if they have been submitted for publication, should be cited as "unpublished"
 - Papers that have been accepted for publication should be cited as "in press"
 - Capitalize only the first word in a paper title, except for proper nouns and element symbols.
 - For papers published in translation journals, please give the English citation first, followed by the original foreign-language citation

Figures and Tables

Ensure that each illustration has a caption.

- Place figures and tables at the top and bottom of columns. Figure captions should be below the figures; table heads should appear above the tables. Insert figures and tables after they are cited in the text. Use the abbreviation "Fig. 1," even at the beginning of a sentence.
- Use 8 point Times New Roman for Figure labels. Use words rather than symbols or abbreviations when writing Figure axis labels to avoid confusing the reader. Do not label axes only with units.
- We suggest that you use a text box to insert a graphic (which is ideally a 300 dpi resolution TIFF or EPS file with all fonts embedded) because this method is somewhat more stable than directly inserting a picture.
- To have non-visible rules on your frame, use the MSWord "Format" pull-down menu, select Text Box > Colors and Lines to choose No Fill and No Line.

Acknowledgment

Acknowledge personal assistance and providers of special reagents. The preferred spelling of the word "acknowledgment" in America is without an "e" after the "g." Avoid the stilted expression "one of us (R. B. G.) Thanks ...". Instead, try "R. B. G. thanks..." Put sponsor acknowledgments in the unnumbered footnote on the first page.