

Paper preparation Guideline for 14th Media technology Conference

(Title of paper in English in 1 or 2 lines, Single Space, Times New Roman, 16pt, Bold)

----- One line space -----

First Author¹, Second Author² (Times New Roman, 12 pt, bold)

¹Affiliation (Times New Roman, 11 pt, Italic), Email (Times New Roman, 11 pt, Italic)

²Affiliation (Times New Roman, 11 pt, Italic), Email (Times New Roman, 11 pt, Italic)

----- 4 lines space -----

Abstract (Times New Roman, 12 pt, bold)

The abstract should be maximum of 200 words, written as a single paragraph, with 3.5 cm left and right margins. The abstract should be a self-contained, capsule description of the paper including the motivation, problem statement, approach taken, results and conclusions. Abstract should be prepared in Times New Roman 11 pt.

----- 1 lines space -----

Keywords: Between 3-5 words separated by commas. Times New Roman 11 pt

1- Introduction (Times New Roman, 12 pt, bold)

Since all the papers will be recorded & filed in secretariat's computer, in order to avoid any inconvenience, please follow the guidelines in preparing your paper for the 14th media technology conference. An easy way to comply with the conference paper formatting requirements is to use this document as a template and simply type your text into it. All papers must be written by Microsoft Word and be submitted both in a *.docx format and a .pdf one. The paper must be in one column format with a single line spacing between lines. The body text must be written in Times New Roman 12 pt. Section titles must be in Times New Roman 12 pt bold and section subtitles must be in Times New Roman 11 pt bold. The margin from top must be 3 cm and the margins from bottom, left and right must be set as 2.5 cm. The first line of each paragraph must have a 0.7cm indentation. Consider one line space between the ends of each paragraph and title of the next part.

2- Sent Papers to the Conference Secretariat

Only the papers prepared according to the mention guidelines & instructions will be accepted by the Conference secretariat. The papers should be prepared in the conference heading, in *.docx and .pdf format and be sent to the secretariat ONLY through the conference website¹. Please insert page number at the center bottom of each page.

The results will be announced through the conference website and via e-mail to the paper's first author. The first author will be considered as corresponding author and he will be responsible for all sending papers' procedure.

3- The Paper's Length & Size

Please try to minimize your paper's size to maximum 3 MB, using Photoshop software in inserting pictures. The paper's length should not exceed 10 pages.

4- Footnotes

The footnotes should be written in Times New Roman 9 pt.

4-1- Variables, Signs & Abbreviations

Please make the required references to the variables, signs and abbreviations as a footnote in your paper. Refrain from using legend tables.

5- Equations

Equation must be written in a two column table with no border like the following example. (Using Microsoft Equation recommends) .The Formulas should be written in accordance with the text in Times New Roman, 11pt, Italic. Apply number for each formula at the Left side of the page as below:

$$E = mc^2 \tag{1}$$

$$\sin 2\theta = 2\sin \theta \cos \theta \tag{2}$$

6- Units

The Conference accepted unit for using numbers & formulas is metric system (SI). Mentioning the units of your numbers and chart axes is essential.

7- Tables

All of the Tables must be in the center of the page. Tables should be cited consecutively in the text. Apply number and name at the top center of each table, using Times New Roman 9 pt bold. Type the numbers all in English aligned at the center of the table. Mention the unit for each quantity. The columns titles must be centered and written in Times New Roman 9 pt bold and the text in the table must be written in Times New Roman, 9 pt, normal and left sided. Before and after the Tables, an empty line must exist (Times New Roman, 10pt, Normal). Below is a table example for the 14th media technology conference:

Table 1- Necessary information to write papers

Subject	Font	Size	Type
Paper Title	Times New Roman	16	Bold
Name and Family of Authors	Times New Roman	12	Bold
Affiliation and Email of Authors	Times New Roman	11	Italic
Sections title	Times New Roman	12	Bold
Sections subtitles	Times New Roman	11	Bold
Abstract text	Times New Roman	12	Normal
Keywords	Times New Roman	12	Normal
Main text	Times New Roman	11	Normal
Footnotes	Times New Roman	9	Normal
Title of Tables and Figures	Times New Roman	9	Bold
Text of Tables	Times New Roman	9	Normal
Text of Formulas	Times New Roman	11	Italic
References	Times New Roman	11	Normal
Page number	Times New Roman	10	Normal

8- Figures

Figures should be mentioned in the text body. All Figures must be in the center of the page. Apply number for each figure. Mention the name below and center of each figure in Times New Roman 9pt bold. Type the numbers all in English aligned at the center of the figure. The shapes and charts should be drawn in a way that can be easily distinguished. Consider one sentence space before and after the table. Below is an example for the shape:

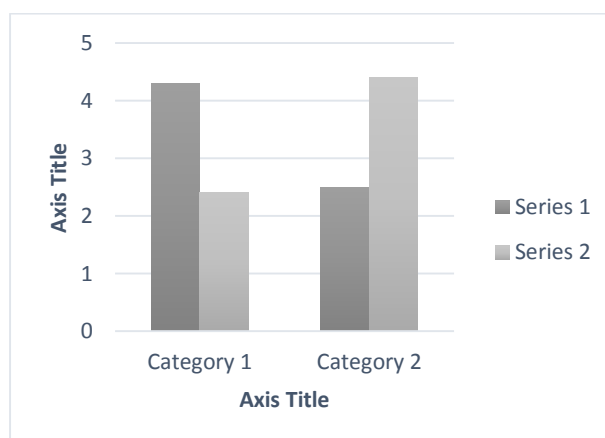


Figure 1- Figure sample

9- Conclusion

Conclusion section after the text body is essential.

10- References:

All the references referred in the text should be written at the end of the paper applying the below sequence in Times New Roman 11 pt. Please refer to the references according to the numbering in this section using [] sign.

- [1] Author(s)'s surname(s), Author(s)'s or the organization's name, "Title of the Book", book's cover No., edit No., publisher's name, place & year of publishing.
- [2] Author(s)'s surname(s), name(s), "Title of the Thesis", type of the thesis, the university's name, the university's location, number of the pages, and year of publishing.
- [3] Executive's surname, name, "Title of the Research", Reg. No., Research Ordered by, date & place of research.
- [4] Author(s)'s surname(s), name(s), "Title of the Paper", magazine's name & No., date of publishing, pages' numbers.
- [5] Author(s)'s surname(s), name(s), "Title of the Paper", Conference name & sequence, venue & date.