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The 2024 Technology Innovation Management and Engineering Science International Conference (TIMES-iCON2024)

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Authors Name/s per 2nd Affiliation *(Author)*

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*Index Terms*—Component, formatting, style, styling, insert. *(key words)*

# Introduction *(Heading 1)*

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## Abbreviations and Acronyms (Heading 2)

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 IEEE and SI do not have to be defined. Do not use abbreviations in the title or heads unless they are unavoidable.

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* Use either SI or CGS as primary units. (SI units are encouraged.) English units may be used as secondary units (in parentheses). An exception would be the use of English units as identifiers in trade, such as “3.5-inch disk drive”.
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* Use a zero before decimal points: “0.25”, not “.25”. Use “cm3”, not “cc”. (*bullet list*)

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Number equations consecutively. Equation numbers, within parentheses, are to position flush right, as in Eq. 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, as in

 

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## Some Common Mistakes

* The word “data” is plural, not singular.
* The subscript for the permeability of vacuum **0, and other common scientific constants, is zero with subscript formatting, not a lowercase letter “o”.
* In American English, commas, semi-/colons, periods, question and exclamation marks are located within quotation marks only when a complete thought or name is cited, such as a title or full quotation. When quotation marks are used, instead of a bold or italic typeface, to highlight a word or phrase, punctuation should appear outside of the quotation marks. A parenthetical phrase or statement at the end of a sentence is punctuated outside of the closing parenthesis (like this). (A parenthetical sentence is punctuated within the parentheses.)
* A graph within a graph is an “inset”, not an “insert”. The word alternatively is preferred to the word “alternately” (unless you really mean something that alternates).
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* There is no period after the “et” in the Latin abbreviation “et al.”.
* The abbreviation “i.e.” means “that is”, and the abbreviation “e.g.” means “for example”.

An excellent style manual for science writers is given by Young [7].

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## Identify the Headings

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Component heads identify the different components of your paper and are not topically subordinate to each other. Examples include Acknowledgments and References and, for these, the correct style to use is *“Heading 5”*. Use *“figure caption”* for your Figure captions, and *“table head”* for your table title. Run-in heads, such as “Abstract”, will require you to apply a style (in this case, italic) in addition to the style provided by the drop down menu to differentiate the head from the text.

Text heads organize the topics on a relational, hierarchical basis. For example, the paper title is the primary text head because all subsequent material relates and elaborates on this one topic. 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. Styles named *“Heading 1”*, “*Heading 2”*, *“Heading 3”*, and *“Heading 4”* are prescribed.

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Place figures and tables at the top and bottom of columns. Avoid placing them in the middle of columns. Large figures and tables may span across both columns. Figure captions should be below the figures; table captions should appear above the tables. Insert figures and tables after they are cited in the text. Use the abbreviation “Fig. 1” in the text, and “Figure 1” 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. As an example, write the quantity “Magnetization”, or “Magnetization, M”, not just “M”.

If including units in the label, present them within parentheses. Do not label axes only with units. In the example, write “Magnetization (A/m)” or “Magnetization {A[m(1)]}”, not just “A/m”. Do not label axes with a ratio of quantities and units. For example, write “Temperature (K)”, not “Temperature/K”.

## Footnotes

Use footnotes sparingly (or not at all) and place them at the bottom of the column on the page on which they are referenced. Use Times 8-point type, single-spaced.

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Number footnotes separately from reference numbers, and in superscripts. Do not put footnotes in the reference list. Use letters for table footnotes.

1. Table Type Styles

| Table Head | Table Column Head | | |
| --- | --- | --- | --- |
|  | Table column subhead | Subhead | Subhead |
| copy | More table copya |  |  |

a. Sample of a table footnote. *(table footnote)*

1. Example of a figure caption. *(figure caption)*

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# References

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Unless there are six authors or more give all authors’ names and do not use “et al.”. Papers that have not been published, even if they have been submitted for publication, should be cited as “unpublished” [4]. Papers that have been accepted for publication should be cited as “in press” [5]. 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 [6].

1. G. Eason, B. Noble, and I. N. Sneddon, “On certain integrals of Lipschitz-Hankel type involving products of Bessel functions,” Phil. Trans. Roy. Soc. London, vol. A247, pp. 529–551, April 1955. *(references)*
2. J. Clerk Maxwell, A Treatise on Electricity and Magnetism, 3rd ed., vol. 2. Oxford: Clarendon, 1892, pp.68–73.
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4. K. Elissa, “Title of paper if known,” unpublished.
5. R. Nicole, “Title of paper with only first word capitalized,” J. Name Stand. Abbrev., in press.
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7. M. Young, The Technical Writer's Handbook. Mill Valley, CA: University Science, 1989.