

GUIDELINES FOR THE PREPARATION OF PAPER *(Bold, 16 TNR/Times New Roman)*

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(10 TNR)

Abstract (Bold, 12 TNR)

This guideline is prepared to serve as a sample paper that should be referred by authors who want to submit paper(s) to the secretariat of the *Seminar Ilmiah dalam rangka Dies Natalis ke-63 USU (SI-DIES 2015)*. Before you submit the print-ready paper, which is due on August 18th-19th, 2015, please make sure that you send us an abstract, which contains about 200-400 words. The abstract is due on August 13th, 2015. *(10 TNR)*

Keywords: Paper formats, Print-ready manuscript (Bold, 12 TNR)

1. Introduction (Bold, 12 TNR)

All papers presented in *Seminar Ilmiah dalam rangka Dies Natalis ke-63 USU (SI-DIES 2015)* will be published in the conference proceedings as received condition. So, please make sure that the contributors strictly follow the guidelines for the preparation of paper.

The manuscript (in English) must be submitted in duplicate (one original and one copy), with an electronic copy of the paper on a CD-R (preferably using MS. WORD and PDF format); send them to:

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Please note that the deadline of paper submission is June 30th, 2012.

2. General

- Paper size : A4
- Justification : full
- Line-space : single space
- Column : single column for the title and abstract; double column for the text.
- Margin : 2.5 cm (top and bottom); 3 cm (left); 1.5 cm (right)
- Font type : Times New Roman (TNR)
- Page numbering : Please DO NOT type the page number, but number each sheet lightly near the bottom, using a pencil.
- Length of paper : The length of a paper is limited to 10 pages of A4 size paper, inclusive of tables and figures.
- Indentation : Indent 0.7 cm for each new paragraph.
- Headings : Major headings should be typed in 12 point boldface upper and lower case, flushed left and numbered 1, 2, etc. (full stop is not required).
- Text Size : 11 TNR

3. Paper Outline

3.1. Title of paper (*11 TNR*)

The first page should contain the exact title of the paper (**Boldface 16 TNR**), the name(s) of the author(s) (**Boldface 12 TNR**), the organization(s) they are affiliated with, full mailing addresses, and e-mail addresses (*10TNR*). **DO NOT** include the author's titles, positions or degrees (e.g. Prof., Dr., Ir., etc.)

3.2. Abstract

An abstract of the paper, of *not more than 150 words*, should be included and it should state clearly the objectives, scope and salient conclusions. The abstract should be written in a paragraph with an indentation of 0.8 cm from both ends.

3.3. Text

The abstract should be followed by the main body of the paper. The main body of the paper should start with an introduction and the rest of the paper should be sub-divided into appropriate sections and, and if necessary, sub-sections, each with a relevant heading.

The text may contain illustrations and mathematical equations. Number all illustrations in a single sequence, i.e., 1, 2, 3 ...etc. and have a title. Graphs and diagrams should be professionally prepared; freehand or typewritten labeling is NOT acceptable. Submit them as glossy black and white prints. PLEASE DO NOT SUBMIT COLOR GRAPHS. Photographs should be supplied as top quality glossy prints. Any lettering, etc., must contrast well with the background.

All tables included in the paper should be numbered consecutively and have a caption consisting of the table number and a brief title. Place the table caption above the table.

Equations should be numbered consecutively beginning with (1) to the end of paper. The number should be enclosed in parentheses (as shown above) and set flush right in the column on the same line as the equation. An example of an equation is shown in Eq. 1.

$$[M]\{\ddot{d}\} + [K]\{d\} = \{R\} \quad (1)$$

Conclusions

The paper should end with a section entitled "Conclusions", in which significant implications of the information presented in the body of the paper are reviewed.

Acknowledgements

Acknowledgements may be made to individuals or institutions not mentioned elsewhere in the paper who have made an important contribution.

References

In the text, all references to books or articles should be numerically referenced and denoted by [1], [2], [3], etc. A list of references should be given at the end of the text, according to the order they were written in the text. References to published papers should contain the names of all the authors of the paper, the title of paper, the name of the publication in *italics*, the volume number, the year of publication, and the number of the first and last pages separated by a hyphen. References to books should contain the names of all the authors, the title of the book in *italics*, the publisher's name, and the year of publication or edition. Please refer the following examples:

- [1]. Syam, B., FEM Simulation of Tube Extrusion Process, *Proceedings Regional Seminar on Computational Methods and Simulation in Engineering*, Bandung, Oct., 1997, pp.VII.B.6- 1-10.
- [2]. Goldsmith, W., C.K.H. Dharan, and H. Chang, Quasi-static and Ballistic Perforation of Carbon Fiber Laminates, *Int. J. Solid Struct.*, Vol. 32, pp. 89-103, 1995.
- [3]. Owen, D.R.J. and E. Hinton, *Finite Elements in Plasticity: Theory and Practice*, Pineridge Press Limited, Swansea, U.K., 1980.