

Author's Instructions for Typing a Paper in a Two-Column Format

John Doe¹ and Jane Doe²

¹Department of Aeronautics and Astronautics
The University of Tokyo
7-3-1 Hongo, Bunkyo-ku, Tokyo 113-8656, Japan
²Japan Aerospace Exploration Agency

ABSTRACT

This document provides information and instructions for preparing your paper on 210 x 297 mm paper. Follow the specifications in this document and refer to the templates to determine the layout of your pages. If you follow the instructions included here, the typeface, style and basic layout of your paper should look like this document.

Begin your abstract (150 words maximum) 90 mm from the top of the page as shown on the title page template. Subsequent pages start at the top of the page as shown on the general page template.

The most important points to remember when typing a paper are the followings. **Your paper should be submitted by a PDF file.** The text must be typed single-space. Figures and tables must be in place on the pages at the appropriate places and be ready for printing.

PAPER LENGTH

PDF files of author-prepared papers must not exceed 4MB and the papers must not exceed 4 pages.

FONTS

Using "Times New Roman" or similar types of fonts are persuaded in writing the main body of your paper including the paper title and headings. The size of fonts for the paper title should be 18pt while 9pt for all the other part of your paper. If 9 pt. is unavailable, use 10 pt.

CONVERTING TO PDF FORMAT

Embed all fonts in creating your PDF file so that your paper can be read on any computer environments.

TITLE, AUTHORS AND AFFILIATIONS

Type the title (in upper- and lowercase letters) and authors centered across both columns in the box area as shown on the title page template. A good title will include keywords, which are appropriate for indexing purposes.

Put a number to the shoulder of the name of each author. The affiliation of corresponding author with organization, department, post address, e-mail address and FAX number should appear below the author names. The other authors must be accompanied with affiliations only.

ORGANIZATION OF PAPER

Papers are organized in the following order: abstract, nomenclature (if needed), introduction, main body, acknowledgements, references and appendices. This instruction sheet is in accordance with the correct style for organization of paper.

NOMENCLATURE

The nomenclature list, if included, is in alphabetical order, followed by any Greek symbol. Subscripts are listed last and are identified with headings. If a nomenclature list is not included, the symbols should be defined the first time they are used in the paper.

USE OF SI UNITS

SI (Metric) units of measurement are to be used in all papers. If U.S. customary units are given they should be placed after the SI units, either in parentheses or in a supplementary table.

TEXT

Type single-space, two columns, to a page, on 210 x 297 mm white paper.

HEADINGS

This instruction sheet is in accordance with the correct style for headings, as explained below.

MAJOR HEADING

Major headings are typed in capital letters and aligned flush with the left-hand margin of the column. One line of space is left above the major heading.

Subheading

Subheadings are underlined, typed with the initial letter of each word capitalized, and placed flush left. One line of space is left above the subheading, and the text begins on the next line below it.

Sub-subheadings. Sub-subheadings are indented and followed by a period, space and the text. A space is left above the sub-subheading.

OPTIONAL MAJOR HEADING

If the paper is divided into major sections, a higher level of breakdown may be used before each section, typed in capital letters, underlined and centered, with two lines of space left above the heading.

FOOTNOTES

The use of footnotes should be avoided. The footnote space appeared in the front-page will be used for received date of the paper and the copyright. Do not put the number of pages.

EQUATIONS

Number displayed equations consecutively from Eq.(1) to the end of the paper. As shown Eq.(1), enclose equation numbers in parentheses and place them flush right on the column: leaves one line of space above and below displayed equations. When referring to an equation in the text, type "Eq.(1)."

$$m + n + p = p + n + m \quad (1)$$

TABLES AND FIGURES

Tables and figures are placed in two columns on the page or centered. If figures or tables are centered on the page, they should be placed at the top or the bottom of the page. Table captions are above the table, figure captions and any explanatory legend is below the figure. Leave at least two lines of space between tables or figures and text. Alternatively tables and figures may be grouped together at the end of your paper.

Colored figures, graph and line drawings are acceptable unless the PDF file size exceeds the limit.. Photographs should be in a high contrast. Lettering must be large enough to be legible (a minimum height of 1.5 mm (0.06 inch) is recommended). Tables and figures must be placed in correct position on the pages. This instruction gives one table and one figure in two-column format as an example.

BIBLIOGRAPHIC REFERENCES

Within the text, references should be cited in numerical order according to their order of appearance. The numbered reference citation should be enclosed in brackets. In the case of two citations, the number should be separated by a comma (e.g., [1, 2]). In the case of more than two reference citations, the numbers should be separated by a dash (e.g., [1–3]).

References to the original sources for cited material should be listed together at the end of the paper; footnotes should not be used for this purpose. References should be arranged in numerical order according to their order of appearance within the text.

- Reference to journal articles, papers in conference proceedings, or any other collection of works by numerous authors should include

- last name of each author followed by their initials
- year of publication
- full title of the cited article
- full name of the publication in which it appeared (in italics)
- volume numbers (if necessary)
- inclusive page numbers of the cited material.

- Reference to textbooks, monographs, theses, and technical reports should include

- last name of each author followed by their initials
- year of publication
- full title of the publication (in italics)
- publisher
- city of publication
- inclusive page numbers of the material

- Reference to webpages should include:

- last name of each author followed by their initials
- the title of the webpage;
- URL;

In all cases, titles of books, periodicals, and conference proceedings should be underlined or in italics. A sample list of references in which these forms are illustrated as follows:

References

- [1] Kwon, O.K., and Pletcher, R. H., 1981, "Prediction of the Incompressible Flow Over a Rearward-Facing Step," *Technical Report HTL-26, CFD-4*, Iowa State Univ., Ames, IA.
- [2] Lee, Y., Korpela, S. A., and Horne, R. N., 1982, "Structure of Multi-Cellular Natural Convection in a Tall Vertical Annulus", *Proceedings, 7th International Heat Transfer Conference*, U. Grigul et al., ed., Hemisphere Publishing Corp., Washington, D.C., Vol. 2, pp. 221-226.
- [3] Sparrow, E. M., 1980, "Fluid-to-Fluid Conjugate Heat Transfer for a Vertical Pipe - Internal Forced Convection and External Natural Convection", *ASME Journal of Heat Transfer*, Vol. 102, pp. 402-407.
- [4] Sparrow, E. M., 1980, "Forced-Convection Heat Transfer in a Duct Having Spanwise-Periodic Rectangular Protuberances", *Numerical Heat Transfer*, Vol. 3, pp. 149-167.
- [5] Tung, C. Y., 1990, "Evaporative Heat Transfer in the Contact Line of a Mixture", *Ph.D. Thesis*, Rensselaer Polytechnic Institute, Troy, NY.

PAGE NUMBERS

Do not put the page number at the bottom of each page. Sequential page numbers will be put on publication.

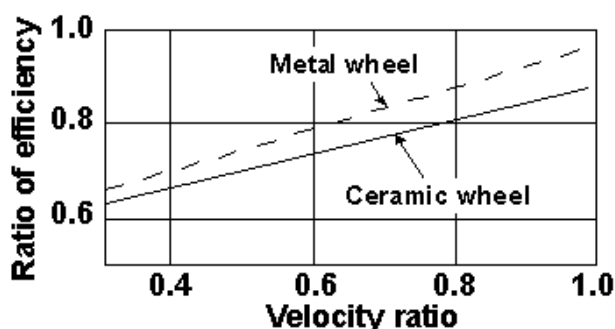


Fig.1 Turbine efficiency of ceramic wheel and metal wheel

Table 1 Mean feature speed and the calculated stress of model wheels

	Fracture speed (rpm)	Calculated stress at typical portions (MPa)		
		A	B	C
Model 1	189.000	344	400	314
Model 2	200.000	171	408	372