



## Author Guidelines for 8.5 x 11-inch Proceedings Manuscripts of NCKT'17

Author(s) & Project Partner (s) Name(s)

*Author Affiliation(s)*

*E-mail*

### Abstract

*The abstract is to be in fully-justified italicized text, at the top of the left-hand column as it is here, below the author information. Use the word "Abstract" as the title, in 12-point Times, boldface type, centered relative to the column, initially capitalized. The abstract is to be in 10-point, single-spaced type, and up to 300 words in length. Leave two blank lines after the abstract, then begin the main text.*

### Keywords

### 1. Introduction

All manuscripts must be in English. These guidelines include complete descriptions of the fonts, spacing, and related information for producing your proceedings manuscripts. Each manuscript should be written between 6 to 10 pages. For any inquiries, kindly contact the publication chair:

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### 2. Formatting your paper

All printed material, including text, illustrations, and charts, must be kept within a print area of 6-1/2 inches (16.51 cm) wide by 8-7/8 inches (22.51 cm) high. Do not write or print anything outside the print area. All *text* must be in a two-column format. Columns are to be 3-1/16 inches (7.85 cm) wide, with a 3/8 inch (0.81 cm) space between them. Text must be fully justified.

A format sheet with the margins and placement guides is available as both Word and PDF files as <format.doc> and <format.pdf>. It contains lines and boxes showing the margins and print areas. If you hold it and your printed page up to the light, you can easily check your margins to see if your print area fits within the space allowed.

### 3. Main title

The main title (on the first page) should begin 1-3/8 inches (3.49 cm) from the top edge of the page, centered, and in Times 14-point, boldface type. Capitalize the first letter of nouns, pronouns, verbs, adjectives and adverbs; do not capitalize articles, coordinate conjunctions, or prepositions (unless the title begins with such a word). Leave two 12-point blank lines after the title.

### 4. Author name(s) and affiliation(s)

Author names and affiliations are to be centered beneath the title and printed in Times 12-point, non-boldface type. Multiple authors may be shown in a two- or three-column format, with their affiliations italicized and centered below their respective names. Include e-mail addresses if possible. Author information should be followed by two 12-point blank lines.

### 5. Second and following pages

The second and following pages should begin 1.0 inch (2.54 cm) from the top edge. On all pages, the bottom margin should be 1-1/8 inches (2.86 cm) from the bottom edge of the page for 8.5 x 11-inch paper; for A4 paper, approximately 1-5/8 inches (4.13 cm) from the bottom edge of the page.

### 6. Type-style and fonts

Wherever Times is specified, Times Roman or Times New Roman may be used. If neither is available

on your word processor, please use the font closest in appearance to Times. Avoid using bit-mapped fonts if possible. True-Type 1 fonts are preferred.

## 7. Main text

Type your main text in 10-point Times, single-spaced. Do **not** use double-spacing. All paragraphs should be indented 1/4 inch (approximately 0.5 cm). Be sure your text is fully justified—that is, flush left and flush right. Please do not place any additional blank lines between paragraphs.

**Figure and table captions** should be 10-point boldface Helvetica (or a similar sans-serif font). Callouts should be 9-point non-boldface Helvetica. Initially capitalize only the first word of each figure caption and table title. Figures and tables must be numbered separately. For example: “Figure 1. Database contexts”, “Table 1. Input data”. Figure captions are to be centered *below* the figures. Table titles are to be centered *above* the tables.

## 8. First-order headings

For example, “1. Introduction”, should be Times 12-point boldface, initially capitalized, flush left, with one blank line before, and one blank line after. Use a period (“.”) after the heading number, not a colon.

### 8.1. Second-order headings

As in this heading, they should be Times 11-point boldface, initially capitalized, flush left, with one blank line before, and one after.

**8.1.1. Third-order headings.** Third-order headings, as in this paragraph, are discouraged. However, if you must use them, use 10-point Times, boldface, initially capitalized, flush left, preceded by one blank line, followed by a period and your text on the same line.

## 9. 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. To help your readers, avoid using footnotes altogether and include necessary peripheral observations in the text (within parentheses, if you prefer, as in this sentence).

## 10. Citations and References

Relevant publications accessible to the public (i.e., articles in standard journals and open conference

proceedings) should be cited. References cited in the text should include the last name of the author(s) and the year of publication, for example (Bush, 1945) or (Salton & McGill, 1983). When the citation(s) includes three, four, or five authors, cite all of the authors the first time you refer to the work in your text. The next time you use the work, mention only the first author with the words “et al.,” for example, Daniel et al., 2005). For the work of more than five authors, only the first author should be mentioned followed by the words “et al.,” for example, (Foley et al., 1990). A trailing lower case letter should distinguish multiple papers by the same author(s) published during a single year, for example (Winograd & Flores, 1987a). Multiple citations in the same sentence should be enclosed within brackets and separated by semicolons, for example, (Halasz, 1988; VanRijsbergen, 1975).

The reference list should be arranged alphabetically by the author's last name, followed by the date and should be typed in single space with justify alignment. In the case of multiple listings by a single author, the earliest publication appears first. When an author is listed both as a single author and as a senior author with coauthor(s), all of the single-author listings precede the multiple-author listings, with the latter arranged alphabetically by last name of successive authors. Again, chronological order is used for multiple papers by the same set of authors. The lowercase letter used in the citation to distinguish multiple papers by the same author(s) in the same year should be displayed in the reference list.

## References

- Othman, Z. (2005). *Developing an evaluation module to assess software maintainability*. PhD Thesis. Dept. of Computer Science, University Kebangsaan Malaysia.
- Pressman, R. S. (2001). *Software Engineering: A Practitioner's Approach* (5th ed.): McGraw-Hill.
- Procaccino, J. D., Verner, J. M., Shelfer, K. M., & Gefen, D. (2005). What do software practitioners really think about project success: an exploratory study. *The Journal of Systems and Software*, 78, 194-203.
- Wheeler, S., & Duggins, S. (1998). Improving Software Quality. *ACM in Proceedings of the Southwest Regional Conference*, 300-309.