

# SAMPLE PAPER FORMAT

## PAPER TITLE

**Author(s) Name(s)**

*Author Affiliation(s)*

**Abstract:** *The abstract is to be in fully-justified italicized text as it is here, below the author information. Use the word "Abstract" as the title, in 12-point Times New Roman, boldface type, centered relative to the column, initially capitalized. The abstract is to be in 11-point, single-spaced type, and may be up to 3 in. (18 picas or 7.62 cm) long. Leave two blank lines after the abstract, and then begin the main text. All manuscripts must be in English.*

**Keywords:** We would like to encourage you to list your keywords in this section

## 1. INTRODUCTION

Congratulations! Your paper has been accepted for journal publication. Please follow the steps outlined below when submitting your final draft. These guidelines include complete descriptions of the fonts, spacing, and related information for producing your proceedings manuscripts. Send query if any by email to [editor@iifard.org](mailto:editor@iifard.org).

## 2. Formatting your Paper

All printed material, including text, illustrations, and charts, must be kept within the parameters of the 8 15/16-inch (53.75 picas) column length and 5 15/16-inch (36 picas) column width. Please do not write or print outside of the column parameters. Margins are 2.2cm on the left side, 2.8cm on the right, 3.00cm on the top, and 3.0cm on the bottom. Paper orientation in all pages should be in portrait.

## 3. MAIN TITLE

The main title (on the first page) should begin 1 3/16 inches (7 picas) from the top edge of the page, centered, and in Times New Roman 14-point, boldface type in sentence case with following capitalization 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). Please initially capitalize only the first word in other titles, including section titles and headings. Leave two 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 New Roman 11-point, non-boldface type. (See example below)

### **Affiliations**

*Affiliations are centered, italicized, not bold. Include e-mail addresses if possible.*

For example:

Author<sup>1</sup>, Author<sup>2</sup> and Author<sup>3</sup>

<sup>1</sup>*Affiliation*

<sup>1</sup>*Email*

<sup>2</sup>*Affiliation*

<sup>2</sup>*Email*

<sup>3</sup>*Affiliation*

<sup>3</sup>*Email*

**Corresponding Author**

Corresponding author should have an asterisk sign (\*) if possible and also be appeared at the footnote section of the first page of the paper

**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 1-3/16 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**

Times New Roman may be used. If not available in your word processor, please use a font closest to Times New Roman that you have access to.

**7. Main Text**

Type your main text in 11-point Times New Roman, single-spaced. Do not use double-spacing. All paragraphs should be indented 1 pica (approximately 1/6- or 0.17-inch or 0.43 cm). Be sure your text is fully justified. Place any additional blank lines between paragraphs.

**Tables**

Place tables as close as possible to the text they refer to and aligned left. A table is labeled *Table* and given a number (e.g., **Table 1. with Attributes in Language**) it should be numbered consecutively.

The table label and caption or title appears 9pt space above the table, 6pt space after the text or paragraph if any; it should be uniform fonts and font size, and use 11pt font size, capitalized similar to paper title, aligned center and bold face. Sources and notes appear below the table, aligned left.

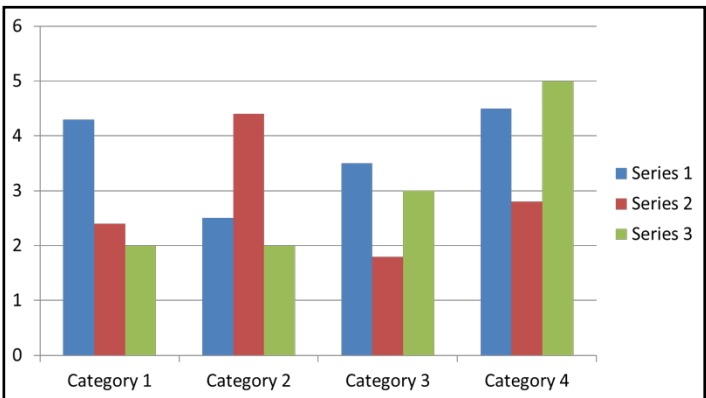
For Example:

**Table 1. Table Label**


**Figures**

Place figures as close as possible to the text they refer to and aligned center. Photos, graphs, charts or diagram should be labeled *Figure* (do not abbreviate) and appear 6pt space below the figure, 12pt space before the next text or paragraph, and assigned a number consecutively. The label and title should be in line with the figure number (e.g., **Figure 1. Location Error Rate of Three Schemes**), it should be uniform fonts and font size; use 11pt font size, capitalized similar to paper title, aligned center and bold face. Source (if any) appear underneath. Figures should be at good enough quality. Minimum image dimensions are 6 cm (2.3622 in) wide by 6 cm (2.3622 in) high.

For Example:



**Figure 1. Figure Label**

## Equations

Including symbols and equations in the text use equation editor 3.0, the variable name and style must be consistent with those in the equations. Equations should be indented at the left margin and numbered at the right margin, equation number is enclosed with open and close parenthesis () Times New Roman in style and 11pt font size. Define all symbols the first time they are used. Pre and post equation one line space must be there. All equation symbols must be defined in a clear and understandable way.

For Example:

$$f(x) = a_0 + \sum_{n=1}^{\infty} \left( a_n \cos \frac{n\pi x}{L} + b_n \sin \frac{n\pi x}{L} \right)$$

## 8. First-order Headings

For example, “**1. Introduction**”, should be Times New Roman 13-point boldface, initially capitalized, flush left, with one blank line before, and one blank line after.

### Sub-heading

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

## 9. Footnotes

Use footnotes sparingly (or not at all) and place them at the bottom of the column of the page on which they are referenced to. Use Times New Roman 9-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).

## Appendix

An appendix, if needed, should appear before the acknowledgments.

## Acknowledgments

These should be brief and placed at the end of the text before the references.

## REFERENCES

*List and number all bibliographical references that has important contribution on the paper. 9-point Times New Roman, Italic, fully justified, single-spaced, at the end of your paper. When referenced in the text, enclose the citation number in square brackets, for example [1].*

### **Journal Article/Conference Proceeding**

- [1] Saxena M. and Finney R. J., “Curvature tensor in Housdroff Spaces”, *Demonstration Mathematics*, vol.73, no. 1, (2019), pp.11-21.

### **Book**

- [2] Hoffman R. H., “Complex Analysis”, *Global Publishers, Albama*, (2020).

### **Patent**

- [3] Mathur P. K. , “Technology for Physically challenged”, *U.S. Patent 2,121,001* (2018) July 15.