

Guidelines for preparation of full paper for 11th IMEKO TC10 International Workshop on Technical Diagnostics

Author's first and family name(s)

Affiliation (Faculty, Institute or Company), Town, Country

Full paper – These directions are written in the format required for the extended abstract, which is to be presented in camera ready form, including illustrations and tables. The manuscript must be written in English. There is a limit of **six pages** for each manuscript. The extended abstract should clearly indicate the originality of the contribution and the relevance of the work.

Keywords: extended abstract instructions.

1. BASIC INFORMATION

Begin your extended abstract with the Congress title (only on the first page), which is followed by the paper title and the abstract, in which the used methods should be presented. The achieved results and contributions of the work have to be specially pointed out. The abstract should not exceed two hundreds words.

After the abstract and a free line, keywords (not more than 3) should be inserted before the text.

As a part of the starting section (usually "Introduction") the problem has to be described and the results of the quoted references given. The way of solving the problem and the merits of the proposed procedure shall be quoted.

The following section(s) represent(s) the main part of the paper and may consist of several chapters. Use this space for the short description of the used method and the achieved (simulation or experimental) results. The procedure has to be described and only the necessary intermediate results given. The introduction of examples illustrating the application of the results is recommended.

In the conclusion the achieved results described in the paper are to be named and the efficacy of the method pointed out. The restrictions of the procedure, possibility and range of application of the results should be stated, too.

At the end, a list of references has to be added, which is followed by the author's name(s) and affiliation(s), including the mail, phone, fax and e-mail.

2. PREPARATION OF MANUSCRIPT

The manuscripts should be written on the A4 format of paper (dimensions 210 mm × 297 mm). In formatting your pages, set **top and bottom margin to 25 mm; left and right margin should be set to 16 mm**. The **column width is 86 mm**, and therefore the space between two columns should be 6 mm.

2.1. Text

Use a **Times New Roman font**. If you indent paragraphs, indent about 5 mm. Justify both your left and right columns. Follow the type sizes specified in Table I (in points) as best you can. In particular, the title should be written in capital letters using bold characters, 14 points high. The name of author(s) should be written in italics 12 points high. The affiliation should be written in 11 points high.

TABLE I. Type size for manuscript

Type size	Use for
9	References, tables, table captions, figure captions, footnotes, complete information about the authors at the end
10	<i>Congress title at the top of the first page</i> , section titles, main text, equations, text subscripts and superscripts
11	Author's affiliation(s)
12	<i>Author's name(s)</i>
14	PAPER TITLE

Line spacing should be 1,0 (single); however, when sub- and superscripts are used (possibly 10 point characters) the space should be increased to prevent overlapping of adjacent lines. Leave one free line between: a) the title and author(s) name(s) (14 points), b) the name(s) and affiliation(s) (12 points), and c) the affiliation(s) and the beginning of the text (11 points). All the section titles shall have one free line above and under them. The sub-section titles shall have only one free line above them.

Symbols and acronyms should be typed clearly and defined the first time they appear.

2.2. Tables and figures

Tables and figures should be separated from the text by one free line before and after. The figures and tables must be numbered and have a self-contained caption. Digitise or paste down your figures. Insert the figures and tables at the tops and bottoms of columns if possible.

Large figures and tables may span both columns. Figure captions should be below the figures; table captions should be above the tables. Insert a 6-point interspace between the figure and figure captions, as well as between the table and table captions.

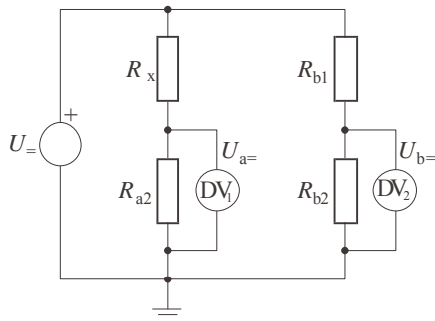


Fig. 1. Example of a figure (note how the caption is centred)

All the figures, graphs and (scanned) photographs should be numbered and referred in the main text. Abscissas and ordinates of all the graphs should be labelled with symbols and units. Prepare them before inserting into the text to have as small file size as possible (i.e. when original files are large use some kind of compression, for instance convert your large figures to the ".jpg" format). Use the abbreviation "Fig. 1" even at the beginning of a sentence.

2.3. Equations

Equations should be numbered consecutively throughout the text. Equation numbers should be enclosed in parentheses and flushed right as in the following example:

$$m = \frac{U_{a1}U_{a2}(1+\alpha)t}{2gR_s(1-\rho_a/\rho_m)(z_u-z_1)}. \quad (1)$$

To make your equations more compact, you may use the solids (), the exp. function or appropriate exponents. Use parentheses to avoid ambiguities in denominators. Punctuate equations with commas or periods when they are part of a sentence.

Be sure that the symbols in your equation have been defined before the equation appears or immediately following. Use "(1)," not "Eq. (1)" or "equation (1)," except at the beginning of a sentence: "Equation (1) is ...".

2.4. Writing style

Use explicit technical language. Consult a native speaker and/or dictionary if necessary. For decimal sign use a comma, not a point.

Use the **SI units**. Other units may be used as the secondary units (in parentheses) if unavoidably. An exception is when non-SI units are used as identifiers in trade, such as "3½-inch disk drive".

Unit symbols are in normal type, and quantity symbols are in *italic* type with superscripts and subscripts in normal or italic type as appropriate.

2.5. Reference style

List and number all bibliographical references at the end of your manuscript, in the order of appearance in the text. When referenced in the text, enclose the citation number in square brackets, for instance [1]. Do not use "reference [3]" or "ref. [3]" except at the beginning of a sentence: "Reference [3] was the first ...".

Give all authors' names; do not use "et al." unless there are six authors or more.

Papers that have not been published, even if they have been submitted for publication, should be cited as "unpublished". Papers that have been accepted for publication should be cited as "in press".

For papers published in translation journals, please give the English citation first, followed by the original foreign-language citation.

An example of the recommended style for references can be found in [1-3].

3. CONCLUSIONS

The better you look, the better we all look. Thanks for your cooperation and contribution.

REFERENCES

- [1] J.R. Taylor, "An introduction to error analysis", *University Science Books*, Sausalito, CA, 1997.
- [2] V. Bego, J. Butorac, D. Ilić, "Realization of the Kilogram by measuring at 100 kV with the Voltage Balance ETF", *IEEE Trans. Instrum. Meas.*, vol. 48, no. 2, pp. 212-215, April 1999.
- [3] E. Braun, P. Warnecke, H. Leontiew, "Reproduction of the Ohm using the quantum Hall effect", *Metrologia*, vol. 22, pp. 226-228, 1986.

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TYPED FULL PAPER ADOBE ACROBAT (.PDF):