

Notes for Contributors

Here is shown the instruction for preparing manuscript. Please read this carefully and submit your manuscript with the Presentation Data **before November 26th, 2008.**

1. Copyright

Copyright of your manuscript will revert to you.

2. Manuscripts

1) PDF File

After making your manuscript, please submit the file converted to **PDF**. Acrobat version 5.0 or more can be adjusted.

2) Language

All manuscript must be written **in English**.

3) Pages

The maximum length of each paper (invited lecture, oral or poster presentation) is **2 pages including authors' information**.

4) Text

For A4 size; 30mm top margin and 35mm bottom margin, 25mm right and left margins (See the sample). **Letter size is NOT ACCEPTABLE**

5) File size (capacity)

As abstracts will be placed in CD-ROM, file size should be **between 1MB and 2MB** (PDF file).

6) Font

Times New Roman and Arial are acceptable.

7) Colors

There is no restriction of colors for all contents including characters. As papers shall be printed in monochrome, please check the printing condition with monochrome printer in advance.

8) Pictures and Graphics Resolution

Qualities of pictures and graphics can occasionally be deteriorated by converting to PDF. Higher resolution with 150~360dpi would be demanded.

9) File Type

Abstracts are requested to be submitted by Adobe Acrobat Reader (version 5.0 or more) or printable PDF (Portable Document Format) file.

10) Name of file

Name of file should be **'Session No._Author's LASTNAME'**. Make sure of adding extension 'pdf' in the end. (ex: 1000_NAKAJIMA.pdf)

11) Header and Footer

Please **refrain from displaying page numbers** in header and footer.

12) Securities

Please **refrain from setting security** to the PDF file.

13) Page 1

The first page should contain the title, the author name(s), the affiliation(s), and the abstract (about 100-200 words), and the key words (less than 5 items).

14)Font and Size

Use 9point font “Times New Roman” on your manuscript. Use 14point font “Times New Roman” only for the title. Use 9point font “ARIAL” for caption of figure and table.

15)Figures, Tables, and Photographs

Caption of figure should be numbered consecutively throughout the text and appear preceding an Arabic numeral below the figure, e.g., as [Figure 1]. Caption of table should be numbered consecutively throughout the text and appear preceding Arabic numeral, e.g., as [Table 1] at the top of the table.

*Fonts of Times New Roman and Arial are applicable.

16)Mathematical Equations

Mathematical Equations should be centered between left and right margins and be separated by one blank line. All equations should be numbered consecutively throughout the text, using Arabic numerals in parentheses along the right margin.

17)References

The first time a particular source (article, book, etc.) is cited in the text it should be assigned a number and placed in the list of references at the end of the paper. Each time this source is cited in the text it should be referred to by its original number. Each number should be placed in brackets at the end of the referenced phrase and before any final punctuation mark, e.g., as [2]. A sample of listings is available in the example. For more than three authors use the name of the first followed by "et. al."

3. Abstract submission

You should submit your abstract PDF file to the ISIE-Asia secretariat (isie-asia@sntt.or.jp).

Deadline of Abstract : November 26th, 2008