

# Author Guidelines for Manuscripts for NCSEC 2009

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## 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" for an English paper, in 12-point Times New Roman for English, boldface type, centered relative to column, initially capitalized. The abstract is to be in 10-point, single spacing type, and may be up to 3 inches (7.62 cm) long for an English paper. Leave two blank lines after the abstract, the beginning of the main text. All manuscripts must be in English or Thai. However, there must be both Thai and English abstracts for a Thai paper.*

**Key Words:** Leave one blank line after the abstract

## 1. Introduction

Contributed papers are limited to 4 pages including all figures and tables. These guidelines include complete descriptions of the fonts, spacing, and related information for producing your proceedings manuscripts. Please follow them and if you have any questions, please contact us at [ncsec2009@cpe.kmutt.ac.th](mailto:ncsec2009@cpe.kmutt.ac.th).

## 2. Formatting your paper

All printed material including text, illustrations, and charts must be kept within a printed area of 6-7/8 inches (17.5 cm) wide by 8-7/8 inches (22.54 cm) high. Do not write or print anything outside the printed area. All text must be in a two-column format. Columns are to be 3-1/4 inches (8.25 cm) wide, with a 5/16 inches (0.8 cm) space between them. Text must be fully justified.

## 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 New Roman 14-point for English paper, boldface type. Capitalize the first letter of nouns, pronouns, verbs, adjective, and adverbs do not capitalize articles, coordinate

conjunctions, or prepositions (unless the title begins with such a word). 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 12-point for English paper, non-boldface type. Multiple authors may be shown in single column. Affiliations are centered below author(s) name, not bold. Include e-mail addresses if possible. Follow the author information by two blank lines before main text.

## 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 approximately 1-5/8 inches (4.13 cm) from the bottom edge of the page for A4 paper.

## 6. Type-style and fonts

For an English paper, Times New Roman is used. Do not use bit-mapped fonts.

## 7. Main text

Type your main text in 10-point Times Roman for an English paper, single spacing. Do not use double spacing. All paragraphs should be indented 1 pica (approximately 1/6-inch or 0.17-inch or 0.422 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 Helvetica (or a similar Sans Serif font), boldface. Callout should be 9-point Helvetica, non-boldface. 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 4. Input data". Figure captions are to be below the figures. Table titles are to be centered above the tables.

## **8. First-order heading**

For example, "1. Introduction", should be Times New Roman 12-point boldface for an English paper. 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 New Roman 11-point boldface for an English paper, both initially capitalized, flush left, with one blank line before, and one after.

## **9. Submitting your paper**

Your full paper must be online submitted in a PDF format via <http://www.ncsec-thailand.org/ncsec2009> (Online submission)

## **10. Page numbering**

DO NOT NUMBER YOUR PAGES.

## **11. Illustrations, graphs, and photographs**

All graphics should be centered. Your artwork must be in place in the article (preferably printed as part of the text rather than pasted up).

## **12. References**

List and number all bibliographical references at the end of your paper in 9-point Times New Roman for an English paper, single spacing. When reference in text, enclose the citation number in square brackets, for example [1]. Where appropriate, include the name(s) of editors of referenced books.

[1] A.B Smith, C.D. Jones, and E.F. Robert, "Article Title," Journal, Publisher, Location, Date, pp. 1-10.

[2] Jones C.D., A.B. Smith, and E.F. Robert, Book Title, Publisher, Location, Date.