

INSTRUCTIONS FOR PREPARING MANUSCRIPTS

The proceedings will be prepared in advance using CAMERA-READY manuscripts received from the authors. To ensure a standard format throughout the proceedings, the manuscript **MUST** be prepared as outlined below. **A template file in WORD is provided for convenience (2015-Paper template)** . You can copy and paste your document directly in the template.

1. Type the manuscript using **Word with a Times New Roman font (font size: 12 pt.)**.
2. The paper must not exceed **10 pages**, including the title and the abstract, text, tables, figures, acknowledgements, references and appendices. IF YOU NEED MORE PAGES, PLEASE LET ME KNOW IN ADVANCE. The page setup is follows: Margins of 1 in. for top and bottom of all pages except that the top of the first page must be 3 in.
3. Indent the first line of each paragraph five (5) spaces. The text is to be **single spaced** with double spacing between paragraphs. Major headings (ABSTRACT, INTRODUCTION, ANALYSIS, CONCLUSIONS, etc.) should be in capital bold letters and centred between margins.
4. Organise your paper as follows:
 - a. First Page (see 2015-paper sample)
 - Title. Begins 3 in. below the top edge of the first page. Should be in capital letters, centred, and preferably not exceed two lines.
 - Authors' Names, affiliations, Country, phone, fax, E-mail, etc. Place just below the title.
 - Abstract. **MUST** fit on the first page of the manuscript.
 - b. Second and following Pages (see 2015-paper sample)
 - Tables and figures (including photographs) should be placed in the text.

The format of heading is as follows:

- **Main heading**: all capitals and centred above text, with one line above and below.
 - **Subheadings**: underlined and placed flush left on the left-hand margin, on a separate line, with one line above and below.
 - **Sub-subheadings**: indented two spaces, underlined, and followed by a period, a space and the text, with one line left above the sub-subheading.
- Main and subheadings should not appear at the bottom of the page.**
- **Equations**: should be identified by a number in parenthesis located at the right margin, and referred to in the text. For example:

$$y = Ax^B. \quad (1)$$

- **References**: should be indicated in the text by brackets such as [1] and listed in ascending order at the end of the paper in the following format:
 1. Author(s) Title of the paper, book, report. Name of the Journal, Proceedings, Publisher. Location if not a journal. Volume and number of journal or edition of book. First and last page of paper, relevant or total number of pages of books, report.

INSTRUCTIONS FOR PREPARING MANUSCRIPTS

Examples

1. Zienkiewicz, O.C., “The Finite Element Method”, 3rd Edition, McGraw-Hill, 1971.
2. Debus, J.C., Mosbah P. and Blottman III, J. B. “Thermal Behaviour Modelling of High Power Active Devices Using the ATILA Finite Element Code”, Cansmart 2005, Proceedings International Workshop on Smart Materials and Structures, Ed. G Akhras, Toronto, Canada, 13-14 Oct. 2005, pp. 43-52.
3. McMahon, G. W., Jones, D F., ABarrel stave projector@, US Patent 4,922,470, May 1, 1990.

- **Illustrations** (figures and photographs): should be captioned and numbered consecutively with Arabic numerals. Captions are to be centred and appear below the figures or photographs. They should be referred to in the text as **Fig. 2**.
- **Tables**: should be captioned below the tables and numbered sequentially with Arabic numerals.
- **Appendices and footnotes are to be avoided.**

REMARKS:

1. Please check your manuscript carefully for accuracy before sending it by E-mail or uploading it.
2. If you have any problem, please contact Kirsten Avarmaa (Avarmaa@cansmart.com), or George Akhras at (613) 541-6000 ext. 6388 or 6391, Fax (613) 541-6218 or E-mail Akhras@rmc.ca or Gakhras@cansmart.com.
3. **For each paper, one full registration fee is required at the time of paper submission.** Please, use PayPal on the web or issue a **cheque** payable to **Cansmart** and send it by regular mail.

SUMMARY OF THE INSTRUCTIONS:

- Microsoft Word - Single spaced - 10 pages
- Times New Roman (font size: 12 pt.)
- Abstract **MUST** fit on the first page
- You can send your paper by e-mail, regular mail or upload. In case of regular mail or uploading please send a separate email to inform us.