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FULL PAPER TEMPLATE AND INSTRUCTIONS

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~~²Author 2 Faculty, Branch [Times NR 10, italic]~~

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ABSTRACT

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Keywords: Instructions, templates [state a maximum of 5 keywords, Times NR 10]

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1. INTRODUCTION [Times NR 11]

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Authors are fully responsible for their papers, including references and proper credit for use of the work of others. Papers are accepted with the understanding that they have not been published elsewhere. All papers are to be electronically submitted in Word 97-2003 document format.

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2. LITERATURE REVIEW [Times NR 11]

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Body of paper should be formatted in a single column, with 2cm top/bottom margin and 2.5cm margin on sides. Use Times New Roman font pt 11, justified on both sides. The first line is to be indented 0.5cm to indicate the beginning of each paragraph. The paper length is limited to 8 pages. Do not change your font sizes or line spacing, and try to avoid headers, footers and footnotes. The paper should be organized according to headings and sections consecutively numbered using Arabic numerals and decimals. Headings, sections and subsections should be preceded with single blank lines.

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2.1 Paragraph format

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Paragraphs immediately following their headings are to be justified on both sides with 0.5cm indentation for first lines. Insert single line spacing throughout the entire document.

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2.2 Figures and Tables

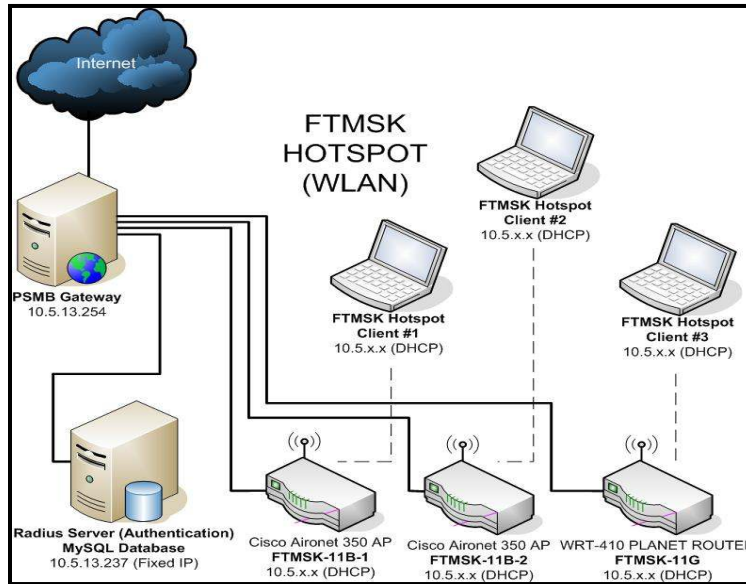
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Figures should not exceed 50% of the whole paper content and should be located as close as practicable to their corresponding text. All supplied images should be converted to grey scale and formatted as *jpg* or *pdf*. Ensure that when printed your illustrations are clear and easy to read.

All figures must carry numbers in the text (e.g. Fig. 1) and captions. Captions should be complete enough to allow understanding of the illustration without referring to the text. Lettering of the caption should be as large as the typeface used for the text. In addition, a source of the image other than the author's own archive should be placed directly under the image (author, date) and the font size by 1pt smaller than the caption. Use single blank lines before and after the image.

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[Times NR 10]Source: (Author, year)

[Times NR 11]Figure 1: FTMSK Hotspot Structure (Images centred on the page)

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If table data are from another source, cite the source at the bottom of the table and include it in the Reference Section (see example). Each table should be given a brief title and consecutively numbered. Place them as close as practicable to the relevant part of the text. Insert single blank lines before and after the table. Avoid using colors unless it is necessary for the proper interpretation of your figures.

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Table 1: Performance of QMS (Images centered on the page)

OSB/1: General purpose	EN 310: 1994	EN 310: 1994	EN 319: 1994	EN 310: 1994
Minimum requirement	18MPa	2500MPa	0.28MPa	25%
Treatment: 600/5%	MOR/Major	MOE/Major	IB	T/S
Mahang	28.60	5289	0.37	29.50
Ludai	28.41	5739	0.34	39.50
Treatment: 600/7%	MOR/Major	MOE/Major	IB	T/S
Mahang	39.4	6079	0.52	12.16
Ludai	37.2	6317	0.43	20.32

[Times NR 10]Source: (Author, year)

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3. METHODOLOGY [Times NR 11]

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4. RESULTS AND DISCUSSIONS [Times NR 11]

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5. CONCLUSIONS [Times NR 11]

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ACKNOWLEDGEMENT

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REFERENCES

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Author, I., Author, II. and Author, III. (2007) *Publication title (italic)*. Place: Publisher [Times 11, paragraph-hanging indentation]

Koumi, J. (1995). Quality is better ensured by Practitioners than by Researchers (In) Steward, D.(Ed) < One World Many Voices: Quality in Open and Distance Learning, *Proceedings of the 17th World Conference of ICDE*, (Vol. 2), UK.

Othman, R. and Said, J. (2007). Enhancing Control through Participation: Issues of Conflict in Public Sector Organizations. *Journal of Financial Reporting and Accounting*, 5(2).

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