

Instruction for paper format of ANQ Congress 2016

Author
Affiliation, city, Organization, e-mail

The following example is for the case of multiple authors with different affiliations

Author¹, Author² ... Authorⁿ
¹Affiliation, city, Organization, e-mail
² Affiliation, city, Organization, e-mail
... and

ⁿAffiliation, city, Organization, e-mail

Abstract: This is an instruction for writing and submitting your manuscript for the proceedings. The document shall be prepared in accordance with the instructions with the greatest care. For instance, the abstract section is to be indented 1.0 cm from the left and right margins.

Key Words: Instructions, Format, Submitting papers, Proceedings

1 Introduction

The Programme committee of the ANQ Congress which will be held on 21-22 September, 2016, invites the submission of Congress papers. It is desirable to have submissions original, not presented at other conferences, published or under publication elsewhere.

2 Formatting your paper

Detailed instructions for formatting your paper are stated here. These instructions include complete descriptions of the fonts, spacing, and related information for producing the proceedings by the manuscripts.

2.1 Basic Formatting

Page set up: A4, single column for main text like this instruction.

The number of pages: Must not exceed 12 pages including all figures and references.

Top margin: 2.5 cm

Bottom margin: 2.5 cm

Left margin: 2.5 cm

Right margin: 2.5 cm

Typefaces:

Main title: Times New Roman, Bold, 14pt

Authors names, affiliations: 10 pt

Abstract: Times New Roman, Italic, 11 pt

Key words: 11 pt

Heading 1 (major sections): Times New Roman, Bold, 12 pt

Heading 2 (sections within major sections): Times New Roman, Bold, 12 pt

Text: Times New Roman, 11 pt

2.2 Main title

The main title should be at the top of the first page centered, initially capitalized. Leave one blank line after the main title.

2.3 Author name(s) and affiliation(s)

Author name(s) should be centered. Affiliation(s), city, Organization, and e-mail address(es) should be centered in the next line to the author name(s). Leave two blank lines after the author name(s) and affiliation(s)

e.g. Yoshinori Iizuka,

The University of Tokyo, Tokyo, JSQC, iizukay@tqm.t.u-tokyo.ac.jp

2.4 Abstract

The paper must have an abstract. The abstract section should be indented 1.0 cm from the left and right margins and typed in italic font. The abstract should be single-spaced, and be up to 200 words in length. Leave one blank line after the abstract.

2.5 Keywords

Keywords should be put on the manuscript after the abstract. The Keyword section is to be indented 1.0 cm from the left and right margins. Five or less keywords which are not included in the main title should be given. Leave on blank line after the keywords.

2.6 Main text

Type your text in 11-point regular Arial font in single-spaced. Do not use double-spacing.

2.7 Footnotes

Use footnotes sparingly and place them at the bottom of the page on which they are referenced. Prevent using footnotes as far as possible.

2.8 Figures and tables

Figures should be numbered consecutively as they appear in the text. Tables should be numbered consecutively as they appear in the text. All figures and tables should have a caption. Figures and tables must be numbered separately. Figure captions are to be centered below the figures. Table titles are to be centered above the tables.

2.9 Mathematical equations

Include equations in the text and number them in parenthesis, such as(1), at the right of the equation.

2.10 References:

References should be put at the end of the paper with number. References in the text are indicated by authors names and year of publication such as Shewhart (1931). The references should be listed alphabetically at the end of the manuscript according to the following manner.

1. Shewhart, W. A., (1931), The Economic Control of Quality of Manufactured Product, D. Van Nostrand Co., New York.
2. Yamada, S. and Lin, D. K. L., (1997), Supersaturated Design including an Orthogonal Base, The Canadian Journal of Statistics, 25 (2), 203-213. Yoshizawa, M, (1998): Personal communication.

3 Full paper submission

The authors shall prepare a full paper with following this instruction. The final manuscript shall submitted to email: secretariat@anq2016.org

The DEADLINE for submission is 31 may, 2016. It is not guaranteed to be included catalogue for the delayed submission

As regard the word processing software, MS-Word is recommended. We ask the authors to send MS-Word file including figures and tables. The local characters and local fonts MUST NOT be used in the manuscript. The program committee will arrange to produce PDF file and put into a proceeding catalogue.

4 Preparation for presentation

For oral session presenter:

- Each presenter has 25 minutes including questions and answers
- Visual aids, such as slides with power point, are expected.
- We recommend to prepare about 30 handouts that introduces your presentation
- An LCD and an overhead projector are prepared in each session.

For poster session

- Three feet square space, such as a part of board, will be provided for three hours.
- Presenters are expected to introduce your poster to your visitors.
- In more detail, we will present some remarks on the Web site of the ANQ Congress

Finally, we are looking forward to seeing you in Vladivostok!

Best wishes,

ANQ Congress 2016 Organizing Committee