**Preparation of Papers for International Journal of Advancess in Microwave Techniques**

First Author1, Second Author2\* and Third Author3

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**Abstract.** The first sentence of the Abstract should follow the word “Abstract.” on the same line. The abstract should be clear, descriptive, self-explanatory and no longer than 200 words. It should also be suitable for publication in abstracting services. Do not include references or formulae in the abstract.

Keywords: Keyword one, keyword two, keyword three, keyword four,keyword five

# Introduction

This document provides instructions for style and layout, information on installing the Word template and how to submit the final version. The instructions are designed for the preparation of a camera-ready and accepted paper in MS Word and should be read carefully.

Prepare your paper in the same style as used in this sample document. These instructions also contain the necessary information for manual editing. Authors should realize that once the accepted paper is submitted for publication in the journal, the online version will be almost identical to the paper submitted for publication, except for the pagination, volume, and copyright year information.

Manuscripts must be written in English. Authors whose native language is not English are recommended to seek the advice of a native English speaker, if possible, before submitting their manuscripts. The pages in the manuscript should not be numbered and in the text no reference should be made to page numbers; if necessary, one may refer to sections. Try to avoid excessive use of italics and bold face.

#  Installing and using the Microsoft Word template

Place the file in any of the directories where MS Word looks for templates. These directories are defined within MS Word under *Tools/Options/File Locations*.

##  Creating a new document with the MS Word template

In order to create a new document, do the following:

* Within MS Word, choose *File/New*.
* Define the type area as indicated in Section 4.1.
* Select the template from the list of templates. Note that the .dot extension may not be visible; this depends on the user’s preferences for displaying file extensions. Use the styles defined in the template as much as possible to format your text (see Table 1).

# Structure of the paper

##  Title page

The title page should provide the following information:

* Title (should be clear, descriptive and not too long);
* Name(s) of author(s); in the case of multiple authors always indicate who is the corresponding author;
* Full affiliation(s);
* Present address of author(s), if different from affiliation;
* Complete address of corresponding author, including tel. no., fax no. and e-mail address;
* Abstract; should be clear, descriptive, self-explanatory and no longer than 200 words, it should also be suitable for publication in abstracting services;
* Up to five keywords.

## Body of the text

* The use of first persons (i.e., “I”, “we”, “their”, possessives, etc.) should be avoided, and can preferably be expressed by the passive voice or other ways. This also applies to the Abstract.
* A research paper should be structured multiple sections:
	+ Part One is problem description/definition, and a literature review upon the state of the art;
	+ Part Two is methodological formulation and/or theoretical development (fundamentals, principle and/or approach, etc.)
	+ Part Three is prototyping, case study or experiment;
	+ Part Four is critical evaluation against related works, and the conclusion.
	+ Acknowledgement, if any (NOT MORE THAN 5 LINES).
	+ References

In any article it is unnecessary to have an arrangement statement at the beginning (or end) of every (sub-) section.

**Table 1**: The styles used in the IJAMT

|  |  |  |
| --- | --- | --- |
| Style Name | Use for | Short Description |
| Title | The title of your paper | Font: 20 pt. Alignment: centre. Space before: 0 pt, space after 18 pt. |
| Author | The author(s) of your document | Font: 11 pt. Alignment: centre. |
| Affiliation | The affiliation(s) of the author(s) | Font: 10 pt, italic. Alignment: centre. Do not hyphenate. |
| Abstract | The abstract | Font: 9 pt, roman. Alignment: justify.Space before Abstract: 18 pt. Space after Abstract: 6 pt. Use bold for the word “Abstract.” |
| Keywords | The keywords | Font: 9 pt. Alignment: justify.Space after Keywords: 18 point. |
| Heading 1 | The first level headings | Font: 10 pt, bold. Alignment: left.Space before 0 pt, space after 6 pt.Do not hyphenate. |
| Heading 2 | The second level headings | Font: 10 pt, italic. Alignment: left.Space before 6 pt, space after 6 pt.Do not hyphenate. |
| Heading 3 | The third level headings | Font: 10 pt, italic. Alignment: left.Space before 6 pt. space after 6 pt. Do not hyphenate. |
| Heading 4 | First level unnumbered heading | Font: 10 pt, italic. Alignment: left.Space before 6 pt. space after 6 pt. Do not hyphenate. |
| HeadingUnn1 | First level unnumbered heading. Use for Acknowledgements, References, Appendix | Font: 10 pt, bold. Alignment: left.Space before 6 pt, space after 6 pt.Do not hyphenate. Unnumbered. |
| HeadingUnn2 | Second level unnumbered heading | Font: 10 pt, italic. Alignment: left.Space before 6 pt, space after 6 pt.Do not hyphenate. |
| LISTdash | Unnumbered lists, with dash | Font: 10 pt. Indent: left 0.37 cm, hanging 0.33 cm. Tabs: 0.7 cm. |
| LISTdescription | Unnumbered list with description | Font: 10 pt. Indent: left 0.37 cm. |
| LISTnum | Numbered lists | Font: 10 pt. Indent: left 0.37 cm, hanging 0.33 cm. Tabs: 0.7 cm. |
| Normal | Running text | Font: 10 pt, Times New Roman. Alignment: justify. Indent first line: 0.37 cm. |
| Table | The table text | Font: 8 pt. Alignment: left |
| Acknowledgement | The acknowledgement | Font: 10 pt, Times New Roman. Alignment: justify. Indent first line: 0.37 cm. . Use bold for the word “Acknowledgement” |
| References | Bibliographic references | Font: 8 pt. Alignment: justify.Indent: left 0.3 cm, hanging 0.3 cm. Use bold for the word “References” |
| Biography | Authors biography | Font: 9 pt, Times New Roman. Alignment: justify. Indent first line: 0.37 cm. . Use bold for the word “Biography” |

Rather, a single overall arrangement statement about the whole paper can be made at the end of the Introduction section.

# Typographical style and layout

## Type area

Always select Letter as the paper size in the document settings. Use this template setting only for your manuscript preparation.

The text should be in a double column format with a space of 0.3” between the two 3.4” wide columns.

##  Font

The font type for running text (body text) is 10 point Times New Roman. For literal text, please use one of the sans-serif fonts, or Courier. Use roman as default style, and keep bold and italics for section headings, subsection-headings, author’s affiliations, and special emphasis. Font sizes and styles are indicated in Table 1. In order to get the

correct font size and spacing, use the template styles as much as possible to format your text.

## General layout

Use single line spacing throughout the document. Keep the abstract, running text and long captions justified; the chapter title, author’s name, affiliation, the table text, section headings – aligned left. Indent the first line of each paragraph by 0.37 cm.

## Title page

Use template setting for the title.

## (Sub-) section headings

Apply the styles defined in Table 1 to the headings. Use sentence case in the headings. Whether or not you use automatic numbering, please check it carefully. Keep headings flushed left. Headings should not have a full stop at the end.

## Footnotes and endnotes

Footnotes should only be used if absolutely essential. In most cases it is possible to incorporate the information in the text. If used, they should be numbered in the text, indicated by superscript numbers and kept as short as possible. If they take up more space than roughly 10% of the type area, list them as endnotes, before the References. Footnotes and endnotes should both be numbered in arabic numerals and, in the case of endnotes, preceded by the heading “Endnotes”.

## References

References cited in the text should be mentioned by arabic numerals in square brackets. All publications cited in the text should be presented in a list of references at the end of the manuscript. Multiple references can be indicated as [3-5, 9].

To produce the reference list at the end of the article, type the reference number in square brackets, insert a tab and type the text. Use a hard return at the end of each reference only. When the references are complete, select them all, and apply the style References from the template. For manual editing choose *Format/Paragraph*, and from the *Indentation Special* menu select: left 0.4", hanging 0.4”, tab stop position 0.4”. Click OK.

## Figures

### General remarks on figures

The text should include references to all figures. Refer to figures in the text as Figure 1, Figure 2, etc., **not** with the section number included, e.g. Table 3.2, Figure 2.3, etc. Do not use the words “below” or “above” when referring to the tables, figures, etc.

Do not collect figures at the back of your article, but incorporate them in the text. Position tables and figures at the top or bottom of a page, with at least 2 lines extra space between tables or figures and the running text. Illustrations should be centered on the page, except for small figures that

can fit side by side inside the type area. Tables and figures should not have text wrapped alongside.

Each figure should have a self-explanatory caption. Place the figure captions *below* the figure. Abbreviate ‘Figure’ to ‘Fig.’ to start the caption and use roman font for the text of the caption. Keep table and figure captions justified. Center short figure captions only. The minimum *font size* for characters in tables is 8 points, and for lettering in other illustrations, 6 points.

On maps and other figures where a *scale* is needed, use bar scales rather than numerical ones of the type 1:10,000.

### Quality of illustrations

Use only Type I fonts for the lettering in illustrations. Do *not* use illustrations taken from the Internet. The resolution of images intended for viewing on a screen is not sufficient for the printed version of the journal.



Fig.1. Variation of magnetization with applied field

If you are incorporating screen captures, keep in mind that the text may not be legible after reproduction (using a screen capture tool, instead of the Print Screen option of PC’s, might help to improve the quality).

* Line art should be have a minimum resolution of 600 dpi, save as EPS or TIFF;
* grayscales (incl photos) should have a minimum resolution of 300 dpi (no lettering), or 500 dpi (when there is lettering); save as tiff;
* do not save figures as JPEG, this format may lose information in the process;
* do not use figures taken from the Internet, the resolution will be too low for printing;
* for figures that should be printed in color, please send a CMYK encoded EPS or TIFF.

## Tables

Number tables as Table 1, Table 2 etc, and refer to all of them in the text. Each table should have a brief and self-explanatory title. Place table captions *above* the table. Column headings should be brief, but sufficiently explanatory. Standard abbreviations of units of measurement should be added between parentheses. Vertical lines should not be used to separate columns. Leave some extra space between the columns instead. Any explanations essential to the table should be given in footnotes at the bottom of the table. SI units should be used, i.e., the units based on the metre, kilogramme, second, etc.

## Equations

If you are using *Word,* use either the Microsoft Equation Editor or the *MathType* for equations in your paper. Place the numbers in parentheses at the right-hand margin, level with the last line of the equation. Refer to equations in the text as Eq. (1), Eqs. (3) and (5).

# Submitting the paper

Submit the following to the journal Editorial office, online submission form or Editor-in-Chief (whichever is applicable for the journal):

MS Word document;

Identical high resolution PDF file with all fonts embedded. Use Adobe Acrobat Distiller and choose the job option *Press-Optimized*.) Please make sure you do not submit more than one version of any item.

Acknowledgement

Avoid the stilted expression such as “One of us (R. B. G.) thanks ...”. Instead, use “R. B. G. thanks”.

References

1. E. Wilson, Active vibration analysis of thin-walled beams, Ph.D. Dissertation, University of Virginia, 1991.
2. K. Hirasawa and M. Haneishi, Eds., *Analysis, Design, and Measurement of Small and Low-Profile Antennas.* Boston, MA: Artech House, 1992, ch. 5.
3. A.R. Razali and M.E. Bialkowski, Coplanar inverted-F antenna with open-end ground slots for multi-band operation, *IEEE Antennas Wireless Propagation Letters,* vol. 8 , pp. 1029–1032, 2009.
4. Pathak, S. Thornwall, M. Krier, S. Rowson, G. Poilasne, L. E. Desclos, and H. Miller, Mobile handset system performance comparison of a linearly polarized GPS internal antenna with a circularly polarized antenna, *Proc. IEEE Antennas and Propagation Society Int. Symp*.,vol. 3, pp. 666–669, 2003.

**Biography of the authors**

**First Author:** Provide a brief biography not more 150 word with recent good quality photographs of size 2 cm x 2.5 cm for ALL authors (not just some of them or only the corresponding author).

**Second Author:**

**Third Author:**