How to Prepare Your Paper in Printer-Ready Format for NAMRC Proceedings in Procedia Manufacturing

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Abstract

The guideline explains how to prepare your paper in printer-ready format for inclusion in the NAMRC Proceedings to be published in Procedia Manufacturing, so that its appearance is clear and consistent with the other papers in the proceedings. It includes guidance on layout, illustrations, text style and references, presented exactly as your paper should appear. You are highly advised to use this document as the paper template and strictly follow the instructions to prepare your paper. The abstract portion is a narrative presentation without references. The abstract should give a concise and informative description of the paper, in 200 words or less, written in the interest of readers as well as for information retrieval.

Keywords: keyword 1, keyword 2, keyword 3, keyword 4, up to keyword 5

1 Introduction

The guideline is designed to achieve uniformity of all papers in the NAMRC proceedings. The typography, layout and style used in this guideline is exactly the same, as you should use when preparing your paper. It explains how to prepare an electronic printer-ready version. Your paper will be published 'as is'. Please use the specific styles defined in the NAMRC Paper Template (this document) to format your paper. The official language of the conference is English. If English is not your mother tongue, make sure that the English is checked by a competent editor. Poor English will be a reason for rejection of the paper.

As your paper is written for publication in the NAMRC Proceedings, it must address the interests of readers with diverse specialties and backgrounds as well as with the author's peers. Your manuscript must provide the details of the work to readers. It should be divided into sections, each with a heading, so that a reader can follow the logical development of the work.

2 Printer-ready manuscript

Your goal is to simulate, as closely as possible, the usual appearance of typeset papers in a scientific journal and previously published NAMRC papers in Procedia Manufacturing.

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The length of your paper should not exceed **12** pages. Prepare your printer-ready paper in letter-size (8.5 inches × 11 inches or 21.59 cm × 27.94 cm). Please <u>do not change</u> the paper size and the pre-defined styles.

The easiest way to format your paper is to use this template by replacing text accordingly. If you do not want to use this template, please strictly follow the instructions provided in this document to format your paper.

2.1   Type sizes and fonts

The best results can be obtained if your computer word processor has several type sizes. Follow the type and font sizes specified in Table 1 (specified in points) as closely as you can (there are 72 points per inch). As an aid to gauging type size, 1 point is about 0.35 mm. In particular, the size of the lower case letter "j" will approximately give the point size.

Please use the **Times New Roman** font only and the attributes as mentioned below. The font sizes and font styles are associated with the pre-defined **NAMRC Styles**. Use the pre-defined NAMRC Styles properly and do not modify or update the styles. For example, the style "Section Heading" guarantees the font size, font type, and the line spaces before and after a section heading.

Table 1: NAMRC styles and font sizes for printer-ready papers

Name of style	Font size and type	Used for
Title	18, Regular	Title of your paper
Authors	13, Regular	Author's names
Institute	10, Italic	Author's affiliations
Email	10, Italic	Author's email addresses
Abstract Heading	10, Bold	Abstract heading
Abstract	10, Regular	Abstract text
Keywords	9, Italic	Keywords
Section Heading	16, Regular	Section headings
Subsection Heading	14, Regular	Subsection headings
Caption	9, Bold, Regular	Table and figure captions
Body Text Indent	10, Regular	Main text
Bullet	10, Regular	Bullet text
Equation	10, Regular	Equations
Footnote Text	8, Regular	Text of footnote
Reference Heading	16, Regular	Reference heading
Reference List	10, Regular, Italic	References

2.2   Format

Your manuscript must fit within the required margins. In formatting your page (Letter-size 8.5 × 11 inches), set your margins at 1.44 inch (3.65 cm) for top and bottom, and 1.4 inch (3.55 cm) left and right. If you indent paragraphs, indent about 0.25 inch (0.63 cm).

Do not worry about page headlines and page numbers. Both will be inserted and modified later.

2.3   Numbering and attributing

Use **Arabic numbers** and **Sentence case** in font size 16 for section headings. Subsections should be numbered as shown and the subsection titles should be in font size 14.

Use font size 18 and capitalize each word for the paper title. Moreover, use **Italic** face type (or equivalent) for the heading of keywords.

3 Units

Use the International System of Units (SI) only. Never combine SI units and CGS or other units. If you must use other units, always state the units for each quantity that you use in an equation or in a figure.

4 Helpful hints

4.1 Figures and tables

Figure captions should be below the figures as shown in Figure 1, and table captions above the tables. Figure axis labels are often a source of confusion. Try to use words and symbols in the figure captions rather than the symbols alone.

Preferably digitize your figures and pixel graphics with a resolution of 300 dpi, which still allows printing without quality degradation. Higher resolutions enlarge the data without significantly better printing quality. Authors are encouraged to use color figures and diagrams to convey scientific methods and results.
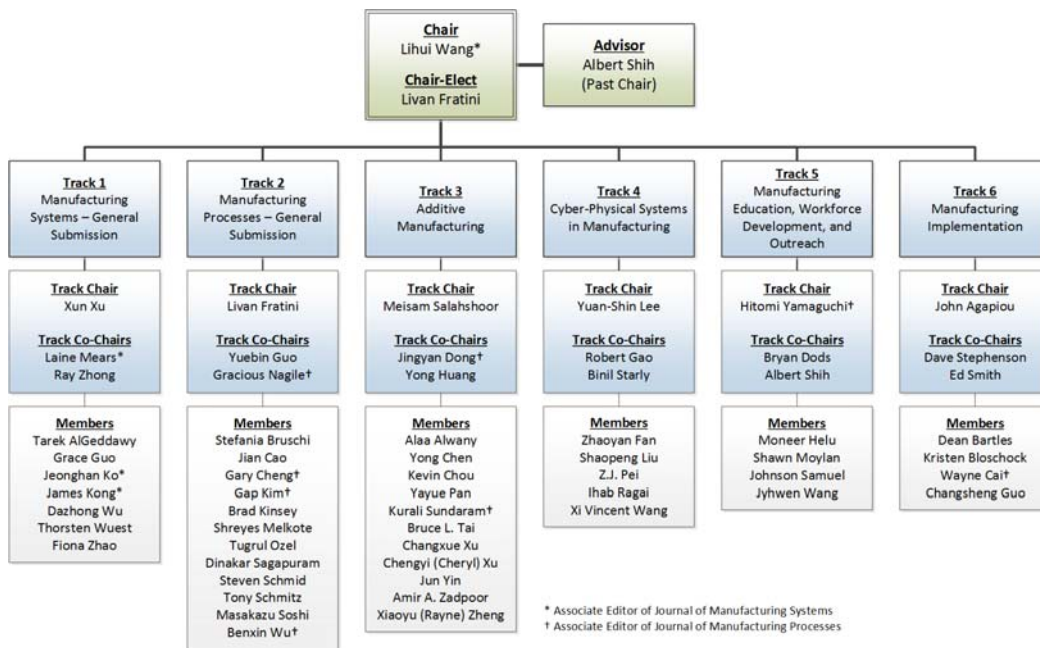

Figure 1: Organization of NAMRI/SME Scientific Committee

4.2 References

Number citations consecutively in square brackets, such as [1]. The sentence punctuation follows the brackets. Refer simply to the reference number, as in [2]. Do not use "Ref. [3]" or "reference [4]" except at the beginning of a sentence: "Reference [5] was the first . . .". The reference list at the end shows examples of journal/proceedings papers, book, and book chapter.

Number footnotes separately in superscripts. Place the actual footnote at the bottom of the page on which it is cited. Do not put footnotes in the reference list. It is advised to limit the use of footnotes and try to incorporate the contents of footnotes into the main text.

Give all authors' names; do not use "et al." unless there are six authors or more. Papers that have not been published should be cited as "unpublished". Papers that have been accepted for publication should be cited as "in press" or "in print".

For papers published in non-English journals, please give the English citation first, followed by the original citation. Only the cited papers or books in the main text should appear in the reference list. In other words, each listed reference must be cited at least once in your paper.

4.3 Abbreviations and acronyms

Define abbreviations and acronyms the first time they are used in the text. Do not use abbreviations in the titles unless they are unavoidable.

4.4 Equations

Number equations consecutively with equation numbers in parentheses flush with the right margin. Italicize symbols for quantities and variables but not function names (cos, exp, etc.), and units.

Be sure that the symbols in your equation have been defined before the equation appears, or their definitions follow the equation immediately.

$$f(x) = \sin(a) + \cos(b) \tag{1}$$

where, a = variable one and b = variable two.

5 Full paper submission

The deadline for full paper submission is **November 3, 2016**. To submit your paper to the 45th North American Manufacturing Research Conference (NAMRC 45), please select one of six tracks below for submission via EasyChair at https://easychair.org/conferences/?conf=smenamrc45.

- Track 1: Manufacturing Systems
- Track 2: Manufacturing Processes
- Track 3: Additive Manufacturing
- Track 4: Cyber-Physical Systems in Manufacturing
- Track 5: Manufacturing Education, Workforce Development, and Outreach
- Track 6: Manufacturing Implementation

Paper review will be handled by the Scientific Committee of NAMRI/SME (North American Manufacturing Research Institution of Society of Manufacturing Engineers). Quality papers will be selected for fast-track publication in the Journal of Manufacturing Systems (JMS) or the Journal of Manufacturing Processes (JMP). The organization of the NAMRI/SME Scientific Committee is shown in Figure 1.

References

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