

Title

-Subtitle

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**Abstract. (**Times New Roman 10points: within about 400 words The abstract should give readers sufficient details about the content of the article and indicate the main results obtained and conclusions drawn. As the abstract is not part of the text, it should be completed in itself; table numbers, figure numbers, references or displayed mathematical expressions should not be included.

**Keywords:** (within 5 words) Keyword 1, Keyword 2, Keyword3, Keyword4, Keyword5 (Times New Roman 10points)

**Section heading** (Times New Roman Bold with 12points)

1 line space before a section. No additional space after a section heading.

1.1. Subsection heading (Times New Roman Bold with 11points)

1 line space before a subsection. No additional space after a subsection heading.

1.1.1. A sub-subsection heading (Times New Roman Italics with 11points)

Use this template written in the style of a submission to Journal of Integrated Creative Studies.

The template also contains a number of predefined paragraph styles which can be accessed quickly and conveniently using the toolbar provided. To format a paragraph in a particular style, click on the appropriate style name in the Paragraph Styles toolbar: Section heading, Subsection heading, Sub-subsection heading, Title, abstract, Body text, Body text Indented, etc.

Font and paragraph styles

2.1. Font

Font used should be Times New Roman with 11 points.

2.2. Paragraph styles

The first paragraph after a heading is not indented.

Other paragraphs are indented. The text should be set to single line spacing.

How to prepare your paper

3.1 Formatting the text

The text should be formatted as follows.

3.1.1. Page limitation

This journal has no word/ page limitation.

3.1.2. Paper size

The paper size should be A4.

3.2. Abstract

The abstract should provide the context or background for the study and should state the study's purpose, basic procedures, main findings, and principal conclusions.

3.3. Keywords

Provide keywords (within five) representing the main content of your paper.

3.4. Headers and footers

Do not add any headers or footers to your paper; these will be added during the production process.

3.5. Figures and tables

*3.5.1. Positioning figures and tables*

Each figure or table should be kept separated from the text, but an approximate position for each should be indicated in the text. It is free to use coloured figures or tables as this journal is published in PDF. Prepare your figures or tables at publication quality resolution; however, extremely high quality figures should be compressed or reduced to the adequate file size.

*3.5.2. Authors’ responsibility*

It is the authors’ responsibility to obtain permission from the copyright holder to reproduce figures or tables that have previously been published elsewhere.

*3.5.3. Captions and numbering*

All figures and tables should be numbered sequentially in the order of reference in the text and have a brief caption describing them. They should be referenced in the text as ‘figure 1’, ‘figure 2’,… not as ‘fig. 1’, ‘fig. 2’,.



**Figure 1.** Captions should be below the figure (caption centred).

**Table 1.** Place the caption above the table (caption centred) a.

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b

3.6. Footnotes

Write footnotes on a same page[[1]](#footnote-1). Footnotes are numbered sequentially throughout the text.

3.7. Equations

Equations may be numbered sequentially throughout the text (i.e., (1), (2), (3),…) or numbered by section (i.e., (1.1), (1.2), (2.1),…). Some examples:

 　　　　　　　　　　　　　　　(1)

  (2)

References

4.1 How to write references

List references in alphabetical order. List authors; where there are more than ten, give about ten followed by *et al*.

Each listed reference should be cited in text as (First author’s last name, Year). Some examples:

 (Caplar, 1973)

 (Kurata, 1982)

**4.2 Examples of basic reference formats**

*4.2.1. Published papers*

Authors, Article title (optional). *Journal title,* **Volume number,** Page numbers, Year

Some examples:

Aderhold, J., Davydov, V. Yu., Fedler, F., Klausing, H., Mistele, D., Rotter, T., Semchinova, O., Stemmer, J. and Graul, J., N thin films grown by metalorganic molecular beam epitaxy on sapphire substrates. *J. Crystal Growth,* **222,** 701-705, 2001

Wessel, R., Koch, C. and Gabbiani, F., Coding of time-varying electric field amplitude modulations in a wave-type electric fish.*J. Neurophysiology,* **75,** 2280-93, 1996

*4.2.2. Published books*

Authors, *Book title,* Editors, Volume, Page number(s), Publisher, Place (city, town etc.) of publication, Year

Some examples:

Caplar, R. and Kulisic, P., *Proceedings of International Conference on Nuclear Physics (Munich),* vol.1, p.517, American Elsevier: Amsterdam, North-Holland, 1973

Kuhn, T., Density matrix theory of coherent ultrafast dynamics. In *Theory of Transport Properties of Semiconductor Nanostructures* *(Electronic Materials),* ed. Schöll, E., vol.4, chapter 6, pp.173-214, Chapman and Hall, London, 1998

Kurata, M., *Numerical Analysis for Semiconductor Devices,* Heath: Lexington, MA, 1982

*4.2.3. Webpages*

Author. Institution Title [webpage on the internet]. (Cited date)

Available from URL: http://www.---

Example:

Federal Communications Commission April 2014 Multistate 911 Outage Report. (January 20, 2015)

Available from URL: <http://www.fcc.gov/document/april-2014-multistate-911-outage-report>

1. Insert footnotes with Word’s footnotes facility. [↑](#footnote-ref-1)