**MANUSCRIPT FORMAT**

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**ABSTRACT**

Proceedings of the Technical Session papers will be produced from Word documents prepared by the authors using the following instructions. The desired format is the same as these pages. Please ensure that your manuscript is written in grammatically correct English or French and is free of spelling and typing errors. Please, no pagination. Manuscripts may be emailed or sent via CD ROM, without security protection. It is recommended to write the abstract in French and in English, if possible (300 words).

1. **INTRODUCTION**

Prepare your manuscript in full-size format, on 8.5” x 11.0” size paper. Text must be justified.

1. **PREPARATION OF PAPER**
   1. **Structure of Paper**

Papers are required to have the following structure:

Title (see above format)

Name(s) of author(s) and affiliation(s)

Abstract

Main Text

Conclusions

Acknowledgements (if appropriate)

References

Appendix (if appropriate)

Author biography(ies) (brief)

* 1. **Length**

The overall length of the paper may be from **6 to** **20 pages**.

* 1. **Heading categories**

Two different heading categories are recommended, **MAIN SECTIONS** (number, type in bold capitals, except **ABSTRACT** which is not to be numbered) and **Subsections** (type in bold lower case). Headings are optional for subsections.

* 1. **Numbering**

Use a standard outline numbering system, such as the one used here **1., 2.,** etc. for **MAIN SECTIONS** and 1.1, 1.2 etc for **Subsections** or **1), 2)** for **MAIN SECTIONS** and (a), (b) for **Subsections**.

1. **FORMATTING**

The page set-up should be **single column** and the body text should be left-justified.

* 1. **Margins**

In formatting the page, set top, bottom, left and right margins at 1.0” (25 mm). Your manuscript should be typed single spaced in black.

* 1. **Typing fonts**

Title: 14 pt. Times, bold, all capitals.

Authors: 12 pt. Times, italic, upper and lower case.

Affiliation: 10 pt. Times, upper and lower case.

Main text: 12 pt. Times.

* 1. **Figures, tables and photographs**

Descriptive figure captions should appear below all figures and above all tables. Place figures and tables as close as possible to their first mention in the main text.

Black and white photographs may be included provided that they are digitized at no more than 65 lines per inch, to enable clear photo-copying.

1. **NO COMMERCIALISM**

No company logos are permitted. Brand names should be mentioned only when necessary to aid the reader to understand the work done.

1. **AFFILIATIONS**

The affiliation of the presenter(s) should be identified under the paper title as shown above. This should be the affiliation under which the work being described was carried out. If the affiliation or employer has changed since the work was done, this fact should be indicated in parentheses.

1. **ACKNOWLEDGEMENTS**
   1. **Permission**

Papers and presentations should be given only with the permission of the organization for which the work was done. This permission should be acknowledged in the presentation.

* 1. **Assistance or funding**

The assistance of other people or companies should also be acknowledged in a simple, non - promotional way.

Example:

The authors gratefully acknowledge the financial support provided by the Natural Sciences and Engineering Research Council of Canada (NSERC).

1. **REFERENCES**

The references must be ordered as they appear in the text [1]. The complete description must appear at the end of the text in the following format:

* Author names, year, Title, Journal, Vol., No., Pages.

Example:

1. Bouzidane A. and Thomas M., 2007, Equivalent stiffness and damping investigation of a hydrostatic journal bearing, Tribology transactions, 50 (2): 257-267.
2. **Biography**

|  |  |
| --- | --- |
|  | **Nicolas Tesla**, founder and director of "Nikola Tesla Company, based in New York since 1885. He studied mathematics, physics and mechanics at the Polytechnic School in Graz, Austria, where he is Fellow of the administration of Military Frontier (Krajina Vojna). He started as an engineer in 1881, in Budapest, the Central Telegraph Office of the Hungarian government. In 1884, aged 28, he landed in the United States and promoted the adoption of alternating current, a solution which would have solved all the problems of the Edison General Electric Company. |