**Preparation of Papers in Two Column Format**

**For publications in WMTC Proceedings**

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**Abstract - These instructions give you the basic guidelines for preparing papers for WMTC Convention Proceedings.**

**Abstract should be between 150 and 200 words. The Abstract must contain the summary of the main content and NOT an introduction to the topic.**

**Paper should not exceed 3000 words including the illustrations.**

**Keywords: Not more than 6 and separated by a semicolon (;). Avoid repeating the words in the title.**

**Introduction**

You can use this template for preparing the papers to be included in the *WMTC Proceedings*. For items not addressed in these instructions, please send email to the Papers Committee for instructions.

The manuscript may be based on the topics suggested in the Brochure. The orientation of the content can align with the Topics in a debating style or probing and investigative.

The content of the manuscript may come from:

1. Technologies: Ongoing/completed research;

Emerging Technologies; Proof of Concepts; prototypes; commercial applications etc.

1. Policies: Regulations; Policies; Strategies
2. Practices: Operational experience on Ships; Ports; other shore/offshore based units

Few topics that may be of interest under Technologies, Policies and Practices are:

Technologies:

1. Offshore structure and maintenance; under water noise

2. Vessel Hull & Machinery: Propulsion and auxiliary machinery, Navigation equipment,

3. Off shore sector: Market, Machinery, Structure, Corrosion

4. Communications & Connectivity

5. Energy transition: Technologies & options (nuclear etc.); Renewables: Electrification, alternate fuels

6. Vessel efficiencies: Technologies & Operations Management, Innovations. EEXI, Scrubbers, AF Paints, BWMS

7. Digital Twins

8. Blue Economy

9. Ocean Engineering/Technologies

10. Port Modernisation: Cargo gear,

11. Blockchain, AI, Data Analytics and Digital Transformation

12. Ship Building & repairs

13. Lubricants, Paints, Chemicals

Policies:

1. Environment: Pollution

2. Health, Safety

3. Law + Conventions + Regulations, Classification Society, IMO

4. Ocean Governance

5. Geo political Events & Shipping policies

6. Climate Change

7. Logistics

Practices:

1. Finance: Poseidon Rules, Cost Leadership

2. Hedging Risk - Asset, Cargo and Currency

3. Crew Welfare & Management

4. Resource Management: Training

5. Shipping Business Practices: Finance, New Builds, Cargoes, Bunkers, Commercial opportunities

The above is only illustrative.

1. ***Preparing Your Paper***
   1. *Paper Size*: Prepare your paper in full-size format on letter size paper (8.5 by 11 inches).
   2. *Type Sizes and Typefaces*: Follow the font type sizes specified in Table I. The font type sizes are given in points, same as in the MS Word font size points. Times New Roman is the preferred font.
   3. *Paper Margins*: Paper margins on the letter size paper are set as follows: top = 1 inch, bottom = 1 inch, side = 1 inch. Each column measures 3.5 inches wide, with a 0.25- inch gap between the two columns.
   4. *Paper Styles*: Left- and right-justify the columns. On the last page of your paper, adjust the lengths of the columns so that they are equal. Use automatic hyphenation and check spelling and grammar. Use high resolution (300dpi or above) figures, plots, drawings and photos for best printing result.

TABLE I (TITLE…)

|  |  |  |  |
| --- | --- | --- | --- |
| Sl. No. | Appearance |  |  |
|  | Regular | Bold | Italic |
| 1 | Title of Paper | Y | N |
| 2 | Author's names, main text, equations | N | N |
| 3 | Author's affiliations | N | Y |
| 4 | Abstract, Keywords | Y | N |
| 5 | Section titles, references, tables, table names, table captions, figure captions, footnotes, text subscripts, and subtitles | N | N |
| 6 | Subtitles | N | Y |

Note: Footnotes may be used under tables only.

* + 1. ***Preparing Your Paper for WMTC***

Instructions for preparing papers must be strictly followed.

**Helpful Hints**

1. ***Figures and Tables***

Try to position figures and tables at the tops and bottoms of columns and avoid placing them in the middle of columns. Large figures and tables may span across both columns. Figure captions should be centred below the figures; table captions should be centred above. Avoid placing figures and tables before their first mention in the text. Use the abbreviation “Fig. #,” even at the beginning of a sentence. Figure axis labels are often a source of confusion. Use words rather than symbols. For example, as shown in Fig. 1, write “Magnetization,” or “Magnetization (M)” not just “M.” Put units in parentheses. Do not label axes only with units. In the example, write “Magnetization (A/m)” or “Magnetization” Do not label axes with a ratio of quantities and units. For example, write “Temperature (K),” not “Temperature/K.”

Multipliers can be very confusing. Write “Magnetization (kA/m)” or “Magnetization (103 A/m).” Figure labels should be legible, at8-point type.

1. ***References***

Number citations consecutively in square brackets [1]. Punctuation follows the bracket [2]. Refer simply to the reference number, as in [3]. Use “Ref. [3]” or “Reference [3]” at the beginning of a sentence: “Reference [3] was the first …”

Number footnotes separately in superscripts. Place the actual footnote at the bottom of the column in which it was cited. Do not put footnotes in the reference list. Use letters for table footnotes (see Table I). *WMTC* no longer use a journal prefix before the volume number.

Give all authors’ names; use “et al.” if there are six authors or more [4]. Papers that have not been published, even if they have been submitted for publication, should be cited as “unpublished” [4]. Papers that have been accepted for publication should be cited as “in press” [5]. In a paper title, capitalize the first word and all other words except for conjunctions, prepositions less than seven letters, and prepositional phrases.

For papers published in translated journals, first give the English citation, then the original foreign-language one [6].

1. ***Abbreviations and Acronyms***

Define abbreviations and acronyms the first time they are used in the text, even if they have been defined in the abstract. Abbreviations such as SI, MKS, CGS, ac, dc, and rms do not have to be defined. Do not use abbreviations in the title unless they are unavoidable.

1. ***Equations***

Number equations consecutively with equation numbers in parentheses flush with the right margin, as in (1). To make your equations more compact, you may use the solidus (/) and the exp function, etc. Italicize Roman symbols for quantities and variables, but not Greek symbols. Use an en-dash (–) rather than a hyphen for a minus sign. Use parentheses to avoid ambiguities in denominators. Punctuate equations with commas or periods when they are part of a sentence, as in

*exp (ix) / 2 = (cos x + i sinx) / 2 (1)*

*eix*  cos *x*  *i* sin *x*

*2*

2

Symbols in your equation should be defined before the equation appears or immediately following. Cite equations using “(1),” not Eq. (1)” or “equation (1),” except at the beginning of a sentence: “Equation (1) is …”

1. ***Other Recommendations***

The Roman numerals used to number the section headings are optional.

Do not number ACKNOWLEDGEMENT and REFERENCES and begin Subheadings with letters.

Use two spaces after periods (full stops).

Hyphenate complex modifiers: “zero-field-cooled magnetization.”

Avoid dangling participles, such as, “Using (1), the potential was calculated.” Write instead, “The potential was calculated using (1),” or “Using (1), we calculated the potential.”

Use a zero before decimal points: “0.25,” not “.25.” Use “cm3,” not “cc.” Do not mix complete spellings and abbreviations of units: “Wb/m2” or “webers per square meter,” not “webers/m2.” Spell units when they appear in text: “…a few henries,” not “…a few H.”

If your native language is not English, try to get a native English- speaking colleague to proofread your paper. Do not add page numbers.

**Units**

Use SI as primary units. English units may be used as secondary units (in parentheses). An exception would be the use of English units as identifiers in trade, such as “3.5- inch disk drive.”

Avoid combining SI and CGS units, such as current in amperes and magnetic field in oersteds. This often leads to confusion because equations do not balance dimensionally. If you must use mixed units, clearly state the units for each quantity that you use in an equation.

**Some Common Mistakes**

The word “data” is plural, not singular. In American English, periods and commas are within quotation marks, like “this period.” A parenthetical statement at the end of a sentence is punctuated outside of the closing parenthesis (like this). (A parenthetical sentence is punctuated within the parentheses.) A graph within a graph is an “inset,” not an “insert.”

The word alternatively is preferred to the word “alternately” (unless you mean something that alternates).

Do not use the word “essentially” to mean “approximately” or “effectively.” Be aware of the different meanings of the homophones “affect” and “effect,” “complement” and “compliment,” “discreet” and “discrete,” “principal” and “principle.” Do not confuse “imply” and “infer.” The prefix “non” is not a word; it should be joined to the word it modifies, usually without a hyphen. There is no period after the “et” in the Latin abbreviation “et al.” The abbreviation “i.e.” means “that is,” and the abbreviation “e.g.” means “for example.” An excellent style manual for science writers is [7].

**ACKNOWLEDGEMENT**

Try to avoid the stilted expression, “One of us (R. B. G.) thanks …” Instead, try “R.B.G. thanks …” Put sponsor acknowledgments in the unnumbered footnote on the first page.

**References**

1. M. King, B. Zhu, and S. Tang, “Optimal path planning,” *Mobile Robots*, vol. 8, no. 2, pp. 520-531, March2001.
2. H. Simpson, *Dumb Robots*, 3rd ed., Springfield: UOS Press, 2004, pp.6-9.
3. M. King and B. Zhu, “Gaming strategies,” in Path Planning to the West, vol. II, S. Tang and M. King, Eds. Xian: Jiaoda Press, 1998, pp. 158-176.
4. B. Simpson, et al, “Title of paper goes here if known,” unpublished.
5. J.-G. Lu, “Title of paper with only the first word capitalized,” *J. Name Stand. Abbrev.*, in press.
6. Y. Yorozu, M. Hirano, K. Oka, and Y. Tagawa, “Electron spectroscopy studies on magneto-optical media and plastic substrate interface,” *IEEE Translated J. Magn. Japan*, vol. 2, pp. 740-741, August 1987 [*Digest 9th Annual Conf. Magnetics Japan*, p. 301, 1982].
7. M. Young, *The Technical Writer’s Handbook*, Mill Valley, CA: University Science, 1989.