Instructions for Preparing full paper for the

16th SASTech 2024 January

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# Abstract

This paper gives basic formatting guidelines for submissions to the 16th SASTech 2024 Conference Proceedings. This document is a template for Microsoft Word. Simply download this template from the web, and insert your information where applicable. Abstract should not exceed 250 words. To allow retrieval by CD-ROM software, please include appropriate keywords in your abstract, in alphabetical order, separated by commas.

**Key words:** SASTech, Sciences, Technology, Symposium, (no more than 5 terms)

1. **Introduction**

The body of the paper begins with the Introduction. In the Introduction, state the purpose of the paper, or author’s aim and the literature review that the reader will have a clear concept of the objective(s).

1. **Data and Material**

If the paper is the result of a research, then the data and material used in the research should be presented here

1. **Research Methodology**

The details of research methodology must be brought here.

1. **Results and Analysis**

Any results and evaluations coming out of the research can be presented here

**5. Conclusions**

A brief summary of your research results should be included in this section toward the end of the paper.

**Acknowledgements**

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**References**

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***Formatting***

## 1 Page Size

The page size should be set to A4 (8.27”x11.69”) on “Page Setup” of your word screen. The top and bottom margins are set as (1.0)”. The left margin should be set as (1.2”) and the right margin should be set as (1.0”) with no gutter margin.

## 2 Text

Text must be in 12-point Times New Roman font in single space with full justification. Use the same font size for all the text in the body of the paper including all the sections, subsections, figures and illustrations and in tables.

*3 Paper Title*

The paper title should be 16-point Times New Roman **bold-face** font and should be centered in upper and lower case at the location shown.

*4 Section and Subsection Heads*

Headings and subheadings appear throughout the text should divide subject matter into logical parts and emphasize major elements and considerations. Subsection Headings should be upper and lower case, numbered and Italics.

# *5 Text Citation of References*

Within the text of the article, references must be arranged by the last name of author(s) and year of publication. Each reference to include last names of all authors. For example:

Author (2002) used the operations management to improve the global enterprise management.

Author1 and Author2 (2004) used statistics in the context of global enterprise management.

Author1 et al. (2001) used operations research in the context of global enterprise management.

*6 Length*

Typical paper should not exceed 8 pages including abstract, body texts, tables, figures, appendices, reference and graphs.

*7 Tables*

It is often advantageous to place information in a tabular format as shown here. Number the tables consecutively and use table numbers when referring to a table (Table 1, Tables 2~3 etc.). Use center justification to place the table. Table captions should be written in12 point Times New Roman font and should be placed top the table.

Table . Table captions should be placed top the table.

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| Margins | Size |
| Top | 1.0" |
| Left | 1.2" |
| Right | 1.0" |
| Bottom | 1.0" |

*8 Equations*

Equations must be numbered consecutively from Eq. 1 to the end of the paper including any appendices. Use the equation number when referring to equations (Eq. 1, Eqs. 5~7). Please be be careful in typing equations accurately. Equations should be center-justified. Enclose equation numbers in parentheses and place flush right with right-hand margin of the column. Like

5+12=17 (1)

*9 Figures*

Number figures consecutively and use the figure number when referring to a figure (Fig. 1) or figures (Figs. 2~3). Figures must have a caption (12 point Times New Roman) consisting of an abbreviated number, like Fig. 1, and brief title and should be placed below figure, center-justified.

For good contrast achievement, lines, letters and symbols must be of sufficient weight (or darkness), size and thicknesses. Avoid using shades. Please be aware of the resolutions of your figures, illustrations, and photos (more than 300dpi).

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**Fig 1**: Modern art.

*10 Footnotes*

Optional, but do not use, unless it is absolutely necessary. Footnotes should be 10-point with full justification.

*11 References*

List of References shall be arranged in alphabetical order of last name of the first-named author for articles with more than one author. Please note that the references at the end of this document are in the preferred referencing style.

***Finally, you are responsible for spelling and grammar of the article. The articles with poor English might be rejected.***