Instructions for preparing Technical Paper

A Technical Paper is not mandatory for the CIM convention, but highly recommended. Technical Papers submitted by the authors will be published in the CIM Technical Paper Library 6 weeks post-conference. Therefore, all authors should carefully follow the instructions given below and read all pages in order to ensure high quality and uniformity in the publication.

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Language
The papers may be written in either English or French; abstracts may be written either in English or French and must appear on the first page of the manuscript.

Number of pages
The length of the manuscript, including all text, tables, figures, illustrations, references, etc., must not exceed eight pages (excluding abstract and biography).

Style
Left, right, top, and bottom margins should be 2.5 cm (one inch). For uniformity, single-spaced justified text is required. Use double spaces between paragraphs.

Type specifications
The font face should be Times Roman, Times New Roman, or CG Times, and the font size should be 11 points. Avoid using all uppercase and italics for the main body of the text.

Text layout
The title of the paper should be centred. Use upper- and lower-case letters in bold type and font size 12. Two blank lines should be left between the title and author(s) name(s). Spell out each author’s first name and provide a middle initial. Type the author’s affiliation, in italics, immediately under each author’s name. Enter three blank lines after the last author’s affiliation. Begin the abstract and the biography with the words “Abstract” and “Biography”, which should be centered and bolded.

Equations and formulae
These should be typed centred and numbered consecutively with Arabic numerals in the order of their appearance in the text. Leave two spaces between the equation and the text, and between equations.

Units and symbols
The International System of Units (SI) should be used, and symbols clearly defined in the text.
Figures / diagrams / photographs
This category includes both drawn diagrams and photographs - they should be numbered consecutively with Arabic numerals in the order in which reference is made to them in the text without making any distinction between diagrams and photographs. The author should insert all figures as close as possible to the first reference made to them in the text, and captions should be typed in bold. Remember: each figure must have a caption.

Tables
Tables must be placed directly on the page, and should be carefully planned as well as neatly typed with the captions above the tables. The first word of the caption and any proper noun should begin with uppercase letters; all other words should begin with lowercase letters. The caption should be left-justified. The tables should be numbered consecutively in Arabic, not Roman numerals (e.g. Table 2, not Table II).

References
Each reference must be cited in the text by author(s) surname(s) and year of publication.

Examples:
(Peck et al., 1974)
(Graterol and Naldrett, 1971)
(Treagus, 1973)

References should be listed in alphabetical order at the end of the text in the style shown by the examples below. Do not abbreviate the title of the journal.

Examples:


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