

Program Number:

## CHECKLIST

**A registered author is able to submit one paper; there must be a separate registered author for each paper.**

**Authors need to be careful to make sure their English is clearly and grammatically written before submission. In extreme cases that English is so bad as to obscure the meaning, papers must be returned to authors for rewriting before they can be reviewed.**

Paper-length must be less than **4800 words** for contributed papers and **7200 words** for invited papers including title page, text references, tables and figures. Roughly count 300 words for an A4 manuscript page with 30 mm margin each, **double line spacing** and **12 point** Time New Roman font. (Refer to this paragraph)

You can download **SAMPLE** at Submission of Manuscript in the Symposium web site.

- \_\_\_\_\_ Manuscript must be **double-line spaced** (letter **12** point).
- \_\_\_\_\_ Include the following materials in the order shown: title page, text, references, tables with captions, list of figure captions and figures.
- \_\_\_\_\_ Number **all pages** in sequence beginning with the title page to the last page of figures.
- \_\_\_\_\_ The first name of authors is written by an **initial letter**. Do not use “and” between authors’ names.
- \_\_\_\_\_ Put an **asterisk (\*)** on the name of a corresponding author.
- \_\_\_\_\_ Confirm that the editorial committee can be in correspondence with the corresponding author **after 12 months**.
- \_\_\_\_\_ Do not put “**and**” before the last author’s name.
- \_\_\_\_\_ Title page(s) should contain the following items: Program number, Submitted date, Author(s), Affiliations, Abstract, two or more PACS codes, Keywords, and corresponding author’s Postal address, Phone number, Fax number and E-mail address.
- \_\_\_\_\_ References should be typed in a proper format; see HOW TO PREPARE A MANUSCRIPT and an example in Physica C.
- \_\_\_\_\_ Do not use “**et al.**” in the reference list. Put all authors’ names.
- \_\_\_\_\_ Do not put “**and**” between authors’ names in the reference list.
- \_\_\_\_\_ Place tables, **each with a caption directly above the table** on a separate page before the list of figure captions.
- \_\_\_\_\_ Figure captions must be double-spaced and collected on a separate page.