**Guidelines and Template for Full Paper Articles**

**14th YSF Symposium**

TITLE OF THE FULL PAPER -*scientific names*

**INITIALS Surname\*1, INITIALS Surname2 and INITIALS Surname3**

*1Affiliation of First Author, 2affiliation of Second Author, 3Affiliation of Third Author*

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Abstract: This document gives formatting instructions for authors to prepare full papers for publication in the Proceedings of 14th YSF Symposium 2026. You can use this document either as a set of instructions or as a template into which you can type your own text directly. The template has adopted the main good-practices used in scientific publications. The abstract should not exceed **300 words.**

Keywords: Minimum 3 keywords

**I. INTRODUCTION**

This document is a template and it adopts standard practices used by researchers in both hard and soft sciences. You can download an electronic copy of this template from YSF Symposium site as an MS Word file and type your paper on it.

II. PAPER LAYOUT

Perhaps the easiest way to comply with the conference paper formatting requirements is to use this document as a template and simply type your text into it. When using this as a template, you do not need to worry about page layout, fonts, etc. The main body of the paper should be organized into sections, as Introduction, Methodology and Experimental design, Results, Discussion and Conclusion, Acknowledgement and References. The abstract (already accepted) should be included at the beginning. Papers, excluding the abstract portion, shall not exceed **fifteen** (15) pages in length.

1. Page Format

As already formatted in this document, your paper should use a page size corresponding to B5 (JIS), which is B5 (JIS) - (182 mm x 257 mm). The margins should be set as follows:

1. Top = 25 mm
2. Bottom = 25 mm
3. Right = 25 mm
4. Left = 30 mm

Your paper should also be in a two-column format with a space of 4.00 mm (0.15") between columns.

III. PARAGRAPH STYLE

Line spacing shall be single space, and no space before and after in the paragraph formatting, as set in this document. Keep one blank line space between 2 paragraphs as formatted in this document. No paragraph should be indented. All paragraphs should be justified, i.e. both left and right-justified.

1. Text Font of Entire Document

The entire document should be in Calibri (body). Other font types may be used if needed for special purposes. Recommended font sizes are shown in Table 1.

Table 1. Font sizes for this publication

|  |  |
| --- | --- |
| Font Size  | Appearance  |
| Regular | Bold | Italic |
| 10 | table caption,figure caption,reference item | No | reference item (partial) |
| 10 | email address | No | Yes |
| 11 | body textSub heading  | abstract | No  |
| 10 | level-1 heading (in Small Caps),paragraph | No | level-2, level-3 headings, author affiliation |
| 11 | author-name | No | Yes |
| 16 | Title | Yes | Only where required |

1. Title and Author Details

**Title of the paper**: **16 point bold face, regular upper case letters, centered** The title in the abstract should be stated here. The title should reflect the area of study. If scientific names are included, they should be written in *italics* (lower case), and common or vernacular names should be included within parenthesis.

**Names of the author (s)**: **11 point, regular letters and centered.**

The initials should be followed by the surname (e.g.: A.B. De Silva).

**The corresponding author should be indicated with an asterisk (\*) at the end of the name.**

The presenting author’s name should be underlined.

The list of authors (subjected to a maximum of 6) should include all those who have scientifically contributed to the work, and performed a significant part of the work that is presented.

*C. Section Headings*

No more than 3 levels of section headings should be used. All headings should be in 10pt font. Level-1 headings should be used for categorizing different sections of the main body. Each section can be additionally categorized using Level-2 and Level-3 headings.

1) Level-1 Heading: They should be in Uppercase, centered. The level-1 heading carries a number in Roman uppercase except for headings “references”, “Abbreviations and Specific Symbols” and “Acknowledgement”. For example, see headings “I. Introduction” and “acknowledgement” of this document.

2) Level-2 Heading: This heading should be in Italic, left-justified and numbered using an uppercase alphabetic letter followed by a period. For example, see heading “C. Section Headings” above.

3) Level-3 Heading: This heading should be left-justified in Italic and numbered with an Arabic numeral followed by a right parenthesis. The level-3 heading should end with a colon. The body of the level-3 section immediately follows the level-3 heading in the same paragraph. For example, this paragraph begins with a level-3 heading.

1. Figures and Tables

Figures and Tables should be centered in the column. Large Figures and Tables may span across both columns. Any Table or Figure that takes up more than 1 column width should be positioned either at the top or at the bottom of the page.

Figure 1. A line graph using colours

Graphics may be in full colour. All colours will be retained on the PDF. Graphics should not use stipple fill patterns because they may not be reproduced properly. Please use only *SOLID FILL* colours which contrast well both on screen and on a black-and-white hardcopy, as shown in Fig 1.

When you include images, make sure that the resolution is adequate to reveal the important detail in the Figure. Please check all Figures in your paper both on screen and on a black-and-white hardcopy.

E. Figure and Table Captions

Always start the word Table or Figure/Fig with an uppercase letter, as shown in this page. Figures and Tables should be separately numbered using Arabic numerals. Captions should be in the 10pt Regular font. Captions of a single line (e.g. Figure 1) should be centered, whereas multi-line captions should be justified. Captions with Figure numbers should be placed after their associated Figures, as shown in Figure 1. Captions with Table numbers should be placed, as shown in Table 1.

F. Page Numbers, Headers and Footers

Page numbers, headers and footers should **NOT** be used.

G. Links and Bookmarks

If you need to refer to an Internet, email address or URL in your paper, you should type out the address or URL fully in Regular font within <…> marks.

*H. Units and Symbols*

SI system should be followed. Leave one letter space between the numerical figure/value and the symbol of the unit, as shown in the above statement.

references

**A maximum of five (5) references can be listed. All these references should be cited within the relevant text.**

Recommended to follow **IEEE Citation Style**

Reference:<https://ieeeauthorcenter.ieee.org/wp-content/uploads/IEEE-Reference-Guide.pdf>

**In-text citations and Bibliographic references - Vancouver System of Referencing**

The references should be numbered and appear in the order they appear in the text. Numbered references in the text must be in *square brackets*. E.g.: [1]

The citation style has 3 main features:

The author name is first name (or initial) and last.

The title of an article (or chapter, conference paper, patent etc.) is in quotation marks.

The title of the journal or book is in italics.

**Examples**

**Book**

Author(s). *Book title*. Location: publishing Company, year, pp.

Example:

W.K. Chen. *Linear Networks and Systems*. Belmont, CA: Wadsworth, 1993, pp. 123-35.

**Book Chapters**

Author(s). “Chapter title” in *Book title*, edition, volume. Editors name, Ed. Publishing location: Publishing Company, year, pp.

Example:

J.E. Bourne. “Synthetic structure of industrial plastics,” in *Plastics*, 2nd ed., vol. 3. J. Peters, Ed. New York: McGraw-Hill, 1964, pp.15-67.

**Article in a Journal**

Author(s). “Article title”. *Journal title*, vol., pp, date.

Example:

G. Pevere. “Infrared Nation.” *The International Journal of Infrared Design*, vol. 33, pp. 56-99, Jan. 1979.

**Articles from Conference Proceedings (published)**

Author(s). “Article title.” *Conference proceedings*, year, pp.

Example:

D.B. Payne and H.G. Gunhold. “Digital sundials and broadband technology,” in *Proc. IOOC-ECOC*, 1986, p. 557-998.

**World Wide Web**

Author(s)\*. “Title.” Internet: complete URL, date updated\* [date accessed].

Example:

M. Duncan. “Engineering Concepts on Ice. Internet: www.iceengg.edu/staff.html, Oct. 25, 2000 [Nov. 29, 2003].

**Acknowledgement:**

Use the following format to acknowledge funding or sponsoring agencies with the grant reference number (No individual names should appear for providing funds)

e.g.Financial assistances by ABC Department/Industry under the research grant No 1234 Additional contributors (if any) may be individually acknowledged.

**Abbreviations and Acronyms**:

Should be written in full text followed by the abbreviation in parenthesis, at the very first time of their appearance.

*e.g.*photosystem II (PS II)

Sloping Agricultural Land Technology (SALT)

**Standard Units** :

SI Units should be always used.

Leave one letter space between the numerical value and the unit (*e.g.* 5 cm).

Symbols for derived units formed by division, should be given as a negative exponent (*e.g.* 20 kg m-2)

**Generic names**: Authors are requested to use generic names, where applicable.

**Scientific names:** International code of Nomenclatures should be followed

*e.g.Adenantherafalcataria* L. has been put under the genus *Albizia* by Fosberg, thus this species is now written as *Albiziafalcataria* (L.) Fosberg.