

GUIDE-LINES FOR AUTHORS FOR PREPARING THE FULL PAPERS

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ABSTRACT. This guide has been prepared for authors of papers to be presented at the ICHMT Int. Symposium on “Convective Heat and Mass Transfer in Sustainable Energy” to be held in Hammamet, Tunisia, on April 26 – May 1, 2009. It has been written in accordance with these requirements. Authors are requested to follow these guidelines to achieve uniformity in the presentation of the Proceedings. This Guide also contains a Transfer of Copyright Agreement, which must be signed by the senior author and returned to the Symposium Chair at the time of submission of full papers.

NOMENCLATURE

The editors of all the major heat transfer journals have adopted a common list of symbols. Authors should use these symbols for papers submitted for CONV-09. Symbols in the list must *not* be included in the nomenclature. Only symbols peculiar to an individual paper should be included in a nomenclature list which should be placed immediately following the Abstract. The symbol list can be found in the *Journal of Heat Transfer*, Vol. 121, No. 4, pp. 770-773, November 1999.

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Papers must be prepared on A4 size (210 × 297 mm). The text should be single-spaced. Leave one blank line between paragraphs. Begin paragraphs flush at the left margin without indentation. The typing area of all pages should not exceed 170 x 247 mm, with 30 mm margins top, and equal margins (20 mm) on bottom, left and right. The total length of a full paper, including all figures, tables and references, should be **about 10-20 pages**.

Authors are invited to send their papers preferably in PDF format. Word format, only PC formatting (*i.e.*, *not* Apple), may be accepted. LaTeX file will *not* be accepted.

Authors should use Times or Times New Roman, 12-point character size for the text, except for the running head (Arial 9-point). The text should be left and right justified.

Do not type page numbers.

LAYOUT OF THE FULL PAPER

The layout of the full paper should follow the style of this document, starting with a running head, a title, name(s) of author(s) and affiliation(s).

Header If this document is used as template, the style will automatically create the appropriate running head for your paper. Otherwise, running head “Int. Symp. on Convective etc.” have to be introduced at 1.5 cm from the top.

Title The title should be brief, clear and descriptive. Use all bold capital letters (except if formulae or symbols appear in the title), centered on the width of the typing area. Leave two blank lines above and one other below the title. Leave three blank lines after the affiliation(s).

Abstract A brief abstract (150 – 250 words) should appear beneath the affiliation of the author(s). It should give an account of the most relevant contributions of the paper and indicate briefly the goal, methods, results, and conclusions. Avoid abbreviations, diagrams, and references in the Abstract. It must be understandable without reference to the text. Type the word **ABSTRACT** in bold capitals, beginning at the left hand margin; follow it by four letter spaces; then begin typing the abstract itself in lower case and single space in block style. Leave two blank lines between the abstract and the first major heading.

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If your paper is divided into sections and subsections, please use the format adopted here, in which first-level headings are in bold capitals, centered on the line. Leave one line space above and below first level headings.

Second Level Headings Second level headings should be placed at the beginning of a paragraph and be in bold title case (initial letters in upper case, except for prepositions and conjunctions), left aligned; follow it by four letter spaces; then begin typing the text on the same line and continue the text without indenting. Leave one line space above the heading.

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$$\frac{\partial T}{\partial t} + U \frac{\partial T}{\partial x} + V \frac{\partial T}{\partial y} = a \frac{\partial^2 T}{\partial y^2} \quad (1)$$

Do not use punctuation at ends of equations. All data should be reported in SI units. Decimals should always be shown by periods and not by commas or centered dots.

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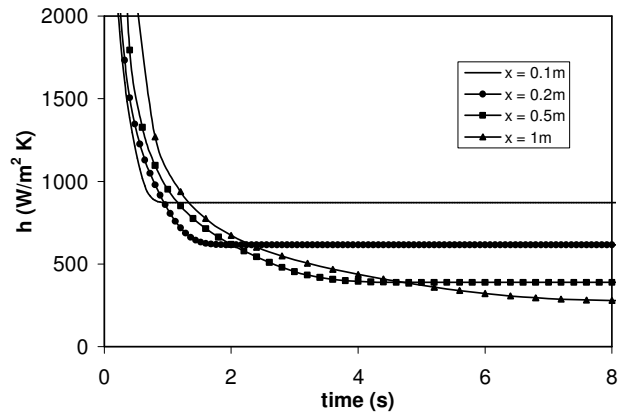


Figure 1. Heat transfer coefficient decay with time

Each illustration should have a one-line space above and below and a two-line space between the legend and the start of the text.

Tables. Table captions should appear **above** the respective table. Each table should have at least a two-line space both above the caption and between the table and the start of the following text.

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The word “Table” should be capitalized and centered with the table number above the table. On the next line, the table caption should be typed single spaced and centered, with the first letter of all main words in capitals. Use horizontal rules above and below to separate title from column heads, ranks within column heads, column heads from table body, and table body from table footnotes or source. For example:

Table 1
 Comparison between Theory and Experiment

Date of test	Theoretical value		Experimental value	
	Left	Right	Left	Right
January 1	17.45	3.81	16.98	3.99
March 3	21.43	6.45	22.56	6.91

Authors should ensure that a table does not flow from one page to the next page. Tables should occupy only as much space as is required.

Footnotes. Since footnotes tend to interrupt the natural flow of ideas in manuscript, they should be limited in number and used to indicate (a) acknowledgement of funding or sponsorship, or (b) copyright information or credit line if the material has been published previously. Footnotes should be identified by symbols: † ‡ etc. The footnote* should be separated from the text by a one-line space and a 5 cm overbar. Start each footnote on a separate line at the left margin, typing the superscript symbol at the margin and immediately beginning the text of the footnote. Use the same font (12-point) as in the body of the text.

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In a covering letter (*not* in the manuscript itself), please supply up to six or eight keywords which apply to your paper. This will assist in the preparation of an index for the Proceedings.

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Authors from non-English speaking countries are requested to find persons who are competent in English and familiar with the scientific language who can edit their manuscripts before submission. It is the responsibility of authors to ensure that the presentation of their papers reaches the same high level as that of the work they describe.

CONCLUSION

Please send your full paper **no later than February 13, 2009**, preferably as PDF file (or as MS Word document) attached to email to the chairman, Dr. Mourad Rebay, mourad.rebay@univ-reims.fr.

REFERENCES

Identify references in the text by giving the last name of the author(s) and the year of publication in square brackets. Example: Ritchie [1983] has shown that or It is well known [e.g., Ritchie 1983] that

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Ritchie, G. S. [1983], Nonlinear Dynamic Characteristics of Finite Journal Bearing, *Trans. ASME, J. Lub. Tech.*, Vol. 1, No. 3, pp. 375-376.

Kakaç, S. and Yener, Y. [1993], *Heat Conduction*, Taylor and Francis Ed., Washington DC.

Erdas, G. [1983], Free Vibration Analysis of Beams and Plates Using Finite Element Method, *M.Sc. Thesis*, METU Mech. Eng. Dept., Ankara.

Ma, T.M. [1987], Effects of Geometrical Shapes of Reentrant Grooves on Boiling Heat Transfer from Porous Surfaces, *In Proc. 8th Int. Heat Trans Conference*, New York, pp. 2013- 2018.

† This is the format of a footnote.

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