

TITLE OF PAPER

[Initials] [Surname], [Organisation], [Country]

T Blakeley and **P R Eltringham**, Royal Institution of Naval Architects, UK

SUMMARY

The summary should be a brief description of the scope of the paper (maximum 150 words). This document has been formatted to the correct requirements.

This document is formatted in the convention required for all conference papers

NOMENCLATURE

A nomenclature is required for papers/technical notes using a large number of symbols, abbreviations and acronyms. SI units should be used wherever possible, and ordered alphabetically.

[Symbol]	[Definition] [(Unit)]
ν	Kinematic viscosity (N s m ⁻²)
ρ	Density of water (kg m ⁻³)
P	Pressure (N m ⁻²)

1. INTRODUCTION

This is normally the first section in the main body of the text. This section and all subsequent sections and sub-sections should be numbered manually. Automatic numbering systems **MUST NOT** be used. All main headings should be in bold capitals

2. HEADER AND FOOTER

The header should be: *ICSOT Indonesia, 19 - 20 November 2021, Surabaya, Indonesia*

The Footer: © 2021: *The Royal Institution of Naval Architects*

Please see section 4.2 for page setup.

3. HEADING

3.1 SUB-HEADING

3.1 (a) Further Subsidiary Heading

All main headings should be in bold capitals.

Each Section may then have sub-headings. Sub-headings should be numbered and typed in capitals (but not in bold).

Sub-sections may be further divided up as above. Subsidiary headings should use mixed upper/lower case (title case) as above, but are not in bold.

4. MANUSCRIPT FORMAT CONVENTIONS

4.1 FONT

The font to be used is Times New Roman. The title of the paper should be in 12 point. The remainder of the paper should be in 10 point.

4.2 PAGE SETUP

The final manuscript should use the style used in this template on A4 paper, with margins as follows:

Top	2.5 cm
Bottom	2.5 cm
Left	1.7 cm
Right	1.7 cm
Gutter	0.5 cm
Header	1 cm
Footer	1 cm
Mirrored Margins	

The double columns setup is as follows:

Column Width	8.15 cm
Column Spacing	0.8 cm
Equal width columns	

4.3 PAGE NUMBERS

Submissions should not be page numbered. These will be inserted before publication.

4.4 FIGURES

4.4 (a) General Guidelines

There should be no more than 10 graph/tables/diagrams/illustrations/ photographs per paper.

All figures should be consecutively numbered and clearly referenced in the text. Captions should be typed underneath each figure, e.g. Figure 1: [Description]. **DO NOT** use automatic numbering.

Figures may be positioned in the main body of the text or after the text. Text within figures should be of a size to allow legibility even if reduced.

4.4 (b) Figure Format

Figures should normally be produced electronically, in JPEG, GIF, Bitmap or TIFF formats, and inserted into the text. DO NOT include visio images.

4.4 (c) Colour

Coloured figures will be reproduced in full colour in the CD-ROM and online versions of the IJME only. Figures in the printed version will be in black and white.

Colour may be used in the printed proceedings where it significantly improves the understanding of the paper. Authors will be required to cover the full costs incurred with colour printing. Authors wishing to use colour should inform the Editor when submitting the paper/technical note, when they will be informed of the cost.

4.5 LISTS

Bullets should be used for lists, and not numbers, or letters.

4.5 (a) Mathematics

All mathematical symbols should be in italics, with subscripts and super scripts in normal font. Use MS MathType where possible.

5. SUBMISSION REQUIREMENTS

All papers should be submitted in electronic form, normally in MSWord format. Authors wishing to submit in other formats should first contact RINA Headquarters.

Submissions should contain the full text, including inserted figures. Submissions less than 20Mb should normally be forwarded by email or online.

Papers should not normally exceed 6000 words. Longer papers where the content justifies the extra length may exceptionally be published at the Institution's discretion.

6. ADDITIONAL INFORMATION

6.1 LIABILITY

Authors are responsible for obtaining security clearance as required. If they so wish, authors may add a disclaimer stating that the opinions expressed are solely those of the author.

In submitting papers for publication in conference proceedings, authors implicitly assign copyright to the Royal Institution of Naval Architects if the paper is published. Where copyright is held elsewhere, authors must present evidence of approval to re-publish.

When submitting papers for publication, authors must state if the paper has been published before and where, or whether it is being considered for publication by some other publisher

6.2 PEER REVIEW

Reviewers with experience in the field of the paper subject will be appointed by the Institution. The decision on final acceptance or rejection of the paper will be taken by the Institution. Acceptance may be conditional on changes to the paper being made before publication.

7. CONCLUSIONS

The main body of the text must end with the conclusions of the paper.

8. ACKNOWLEDGEMENTS

Brief acknowledgements may be added.

9. REFERENCES

References should be numbered in the text where they occur, with the number in square brackets [1] and a complete list given at the end of the paper.

Cross Referencing, footnotes, endnotes and 'Smart Tags' must NOT be used for figures and/or references.

1. [AUTHOR], '[Title of Reference]', [*Source of Reference*], [Date].
2. FROUDE, W., 'On the Rolling of Ships', *Transactions of RINA*, 1861.

9. AUTHORS BIOGRAPHY

Brief biographies are required for all authors e.g.:

[**Authors Name**] holds the current position of [job title] at [name of organisation]. He is responsible for [brief job description]. His previous experience includes [previous experience relevant to the paper], etc. The authors' names should be in bold.