

# Paper Writing Instructions Published for the Authors of the 5<sup>th</sup> ICHSF 2012 in Dortmund\*

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## Abstract

*Listed below are the guidelines to prepare a paper for the proceedings of the 5<sup>th</sup> ICHSF. They are written in the format that is described in this document. Please follow these instructions carefully. You can also use this document as a template to prepare your paper in Microsoft (MS) Word, which is highly recommended. With regard to the keywords, the authors are asked to use the CIRP unified keyword list as a reference, which is available on the ICHSF 2012 conference homepage at [www.iul.uni-dortmund.de/ichsf2012](http://www.iul.uni-dortmund.de/ichsf2012). Three keywords should be selected from that list to identify the subject of the paper.*

## Keywords

General topic, Specific topic, Detailed description keyword

## 1 Introduction

The official language of the conference and the paper is English. If English is not your native language, please make sure that the language is checked by a competent editor. In order to maintain uniformity throughout the proceedings of the ICHSF, the paper should be exactly in the format indicated in this template.

An abstract of approximately 200 words is obligatory. It is followed by the text, beginning with a short introduction and ending with the conclusions. This is succeeded by the reference list and an appendix (optional).

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\*\* This work is based on the results of XXX; the authors would like to thank YYY for its financial support

## **2 Layout**

### **3 Margins**

There should be a top margin of 40 mm and bottom, left, and right margins of 25 mm. Your manuscript must fit into the given margins. There is no difference between even and uneven pages in the format.

### **4 Paragraph Formats**

Please use the paragraph formats given in Table 1 below. They can be found in the MS-Word file of this document.

### **5 Title, Authors, and Affiliations**

The paper must begin with a title, which is put directly under the top margin of the first page, it is followed by the authors and the affiliations. In the title, the first letters of all the words except the prepositions should be capitalized. The paragraph format in the MS-Word file for the title is “ICHSF – Title of the Paper” (see Table 1).

The authors` names should be written as shown in the following example: A. E. von Mueller. Do not use academic titles (e.g. in Prof. Dr.-Ing. etc.). The paragraph format for the authors is “ICHSF – Authors” (see Table 1).

Affiliations of the authors should be indicated by superscript numbers, as given in the example. The affiliations are followed by a comma and the according country. The paragraph format for the affiliations is “ICHSF – Affiliations” (see Table 1).

### **6 Abstract and Keywords**

For the abstract and the keywords, the paragraph formats called “ICHSF – Abstract: Headline”, “ICHSF – Abstract: First Paragraph”, “ICHSF – Abstract: Following Paragraphs”, “ICHSF – Keywords: Headline”, and “ICHSF – Keywords” should be used (see Table 1). The abstract should consist of approximately 200 words and the keywords should be selected from the CIRP unified keyword list, as stated before.

### **7 Headlines and Paragraphs**

The template provides three different headline formats:

- First level headline format: ICHSF – Text: Headline 1
- Second level headline format: ICHSF – Text: Headline 2
- Third level headline format: ICHSF – Text: Headline 3 (See Table 1)

The first letters of all the words in a headline, except for the prepositions, should be capitalized. A blank line separates a headline from the first paragraph of a section. The first and the following paragraphs of a section should have the formats of “ICHSF – Text: First Paragraph” and “ICHSF – Text: Following Paragraphs”, respectively. There is no blank line between paragraphs of one section.

Spacing between the lines of a paragraph should not be smaller than single spacing and larger than 1.5 spacing. In this document, 1.1 spacing is used. Larger spacing values than 1.1 may be used in case of legibility problems (e.g. subscripts).

<b>Paragraph format</b>	<b>Font</b>	<b>Font size</b>	<b>Spacing in pt (before, after)</b>
ICHSF – Title of the Paper	Bold, left-aligned	18 pt	42 , 12
ICHSF – Authors	Bold, left-aligned	14 pt	0 , 12
ICHSF – Affiliations	Normal, left-aligned	11 pt	0 , 0
ICHSF – Abstract: Headline	Bold, left-aligned	14 pt	36 , 12
ICHSF – Abstract: First Paragraph	Italic, justified	11 pt	0 , 0
ICHSF – Abstract: Following Paragraphs	Italic, justified, beginning of the first line 10 mm displaced	11 pt	0 , 0
ICHSF – Keywords: Headline	Bold, left-aligned	14 pt	12 , 12
ICHSF – Keywords	Normal, left-aligned	11 pt	0 , 48
ICHSF – Text: Headline 1	Bold, left-aligned, numbered	14 pt	18 , 12
ICHSF – Text: Headline 2	Bold, left-aligned, numbered	12 pt	12 , 12
ICHSF – Text: Headline 3	Normal, left-aligned, numbered	12 pt	12 , 12
ICHSF – Text: First Paragraph	Normal, justified	11 pt	0 , 0
ICHSF – Text: Following Paragraphs	Normal, justified, beginning of the first line 10 mm displaced	11 pt	0 , 0
ICHSF – Captions	Italic, left-aligned	11 pt	6 , 18
ICHSF – Equations	Normal, left-aligned, beginning of the first line 10 mm displaced	11 pt	6 , 6
ICHSF – References: Headline	Bold, left-aligned	14 pt	18 , 12
ICHSF – References: List	Normal, justified, numbered	11 pt	0 , 0
ICHSF – Appendix: Headline 1	Bold, left-aligned, numbered	14 pt	18 , 12
ICHSF – Appendix: Headline 2	Bold, left-aligned, numbered	12 pt	12 , 12
ICHSF – Appendix: Headline 3	Normal, left-aligned, numbered	12 pt	12 , 12

*Table 1: Paragraph formats and features*

## **8 Figures and Tables**

All figures and tables should be integrated in the text as shown in Figure 1. There should be a blank line before the figures and the tables. Below the tables and figures there should be a table or figure number (bold, italic) and a caption. The figure (or table) and the corresponding caption should appear on the same page. For the captions, the paragraph format called “ICHSF – Captions” is valid.

The font size in figures and tables should not be smaller than 10pt or larger than 12pt. The thickness of the lines used in the figures should be between 0.3 mm and 0.7 mm, as also stated in Figure 1. As the reproduction will be made in greyscale only, please avoid coloured figures.

	<i>line thickness</i>	<i>grey scales</i>	<i>contrast</i>	<i>font sizes</i>
<b>acceptable:</b> 	— 0.3mm — 0.5mm — 0.7mm	≥10%	black <40% white ≥40%	size 8pt size 10pt size 12pt
<b>not acceptable:</b> 	<0.1mm — >0.7mm	<10%	white <40% black ≥40%	size 6pt size 14pt

**Figure 1:** Guidelines for figures

A figure or table should be referred to in the text as Figure 1 or Table 1, respectively.

## 9 Equations

The paragraph format called “ICHSF – Equations” should be used for the formatting of the equations. Besides, the font of the equation body should be Arial, 11pt, italic. The equation and the following and previous paragraphs should be separated with blank lines.

$$F = F_0 + a \times \sin(\omega t + \varphi) \quad (1)$$

Each equation should be numbered consecutively throughout the paper using arabic numbers in brackets: (1), (2), etc. The equation number should be right-shifted, as shown in the example above.

## 10 Appendix

For the headlines in the appendices, the formats called “ICHSF – Appendix: Headline 1”, “ICHSF – Appendix: Headline 2”, and “ICHSF – Appendix: Headline 3” should be used (see Table 1), as in the example given in Appendix A.

## References

List and number the references at the end of the paper in the order of citation. Cite the references in the body of the paper using the respective number in square brackets [1]. All references listed must be cited and all cited references must be included in the reference list. The types “ICHSF – References: Headline” and “ICHSF – References: List” (see Table 1) of the Word template should be used for formatting.

Relevant works published in the proceedings of the previous ICHSF must be cited in the reference list. The reference list should include the title of the papers, as shown below:

- [1] *Golovashchenko, S.; Mamutov, V.; Dmitriev, V.; Sherman A.*: Formability of sheet metal with pulsed electromagnetic and electro hydraulic technologies. Proceedings of TMS symposium "Aluminum-2003", San-Diego, 2003, p.99-110.
- [2] *Winkler, R.*: Hochgeschwindigkeitsbearbeitung – Grundlagen und technische Anwendung elektrisch erzeugter Schockwellen und Impulsmagnetfelder. VEB-Verlag Technik, Berlin, p. 307-333, 1973.

## **Appendix A Important Additional Information**

### **Appendix A.1 Length of the Paper**

The length of the paper is restricted to a **maximum of 10 pages** and a **minimum of 6 pages** (including the appendix, etc.) If your paper exceeds the maximum limit, please contact the conference office. An exception of up to 14 pages can only be granted under justified circumstances. Please remember that only the papers with an **even number of pages** will be accepted.

### **Appendix A.2 Header**

Each page of the paper must have a centred header with the statement: “5<sup>th</sup> Conference on High Speed Forming - 2012”(Arial, 11pt font).

### **Appendix A.3 Printing**

Each page must be printed on a separate sheet of plain white DIN-A4 paper (297 mm x 210 mm). You are requested not to print page numbers on the front side of the page. Instead, print them on the back side.

### **Appendix A.4 Deadline**

Please send soft copies of the papers as MS-Word.doc- and PDF-files to the conference office by e-mail. In case of large data volume it is possible to send your paper on CD. In addition, a printed version should be sent by mail. Please do not send your manuscript or graphics by fax. **The submission deadline for papers is the 15<sup>th</sup> of January, 2012.**

Conference office:                   5<sup>th</sup> International Conference on High Speed Forming  
IUL  
Baroper Str. 301  
D-44227 Dortmund  
Germany

Email address:                       ichsf@iul.uni-dortmund.de

### **Appendix A.5 Copyright**

Full responsibility for the paper rests with the author. The author must take the necessary steps to obtain permission to publish the material and to use any material that might be protected by copyright.

### **Appendix A.6 Help**

If you have any questions concerning these guidelines, please feel free to contact the conference office any time:

Email:  
Christian Weddeling

ichsf@iul.uni-dortmund.de  
☎ +49 (0)231 755 - 5238

### **Appendix A.7 Example File on the Web**

The MS-Word file containing these guidelines is available for download on our website:  
[www.iul.uni-dortmund.de/ichsf2012](http://www.iul.uni-dortmund.de/ichsf2012)

**Please check these pages regularly for the most recent information provided by the ICHSF conference office.**