GENERAL GUIDELINES

As a guide, authors must submit an abstract of 300 to 350 words. Upon acceptance of the abstract, authors must submit the full paper which must not exceed ten (10) pages in length.

All full papers must include an abstract and conform to the following format:

1. Introduction,
2. Literature Review,
3. Data and Methodology (may be omitted for theoretical papers)
4. Findings and Discussion,
5. Conclusion and Implications, and
6. References.

The ICET 2011 Secretariat will inform the authors via email that his or her abstract/paper(s) is accepted for the conference. Alternatively, you can also submit the full papers to icet2011@unikl.edu.my.

Manuscript will be identified based on its reference number (paper ID). So, when submitting your manuscript, its file name must be the same as your reference number for submission of abstract e.g. ICET2011-1.doc.

If an acceptance letter is required for visa application or financial sponsorship from your institution, please notify us and submit your paper as early as possible to give ample time for the reviewing process.

Upon confirmation of acceptance for the conference, you have agreed to transfer the copyright of your paper to ICET 2011.

The transfer of copyright includes without limitation the mechanical, electronic and visual reproduction, electronic storage and retrieval, and all other forms of electronic publication or any other types of publication including all subsidiary rights. This copyright belongs irrevocably to ICET 2011.

In the event of an error occurs when you upload your file, please send your paper as attachment by email to icet2011@unikl.edu.my.
SPECIFIC GUIDELINES FOR PAPER SUBMISSION

Language
Papers will only be accepted in English. All papers must be checked for grammar and spelling.

Format
Manuscripts shall be in Microsoft Word (1997-2003) format.

Margins
Manuscripts should be in the following margins; 2.5 cm (left, right top and bottom) on an A4 size paper.

Length
Manuscript of papers should not exceed ten (10) pages inclusive of charts, diagrams and references, and should be typed single-spaced with font size 10, Times New Roman on an A4 paper.

Title
The title should not exceed twenty (20) words and typed in title case, font size 14, centered and with at least 2.5 cm margin from the top of the page. If more than one line is required it should be single-spaced.

Authors
Allow a space after the title to type the name(s) of author(s), bold with font size 12, Times New Roman. Following immediately below, the affiliated institution(s) and address(es) should be given, single spaced, capitalizing the first letter of all main words. An address of correspondence with telephone, fax numbers and e-mail address should be given with font size 10, Times New Roman.

Abstract
Allow two spaces after the address(es) and type the word Abstract, justified and bold. Leave one space after the word Abstract. Abstract must be in italic. The abstract should describe the research objective(s), design or methodology, main results and conclusions of the paper. It should not exceed 350 words.

Keywords
Allow a space after the abstract to type Keywords which describes the topic(s) of the research. Up to five (5) keywords can be included.

Text
Text should be clear, concise and left justified. Tables, figures and references must be cited in an orderly sequence. The text can usually be broken down into sections with major headings.

Heading/Sub-headings
Heading must be typed in bold with font size 12, Times New Roman and left justified. Allow one space before and after the heading to start a paragraph. Sub-heading must be typed in bold and left justified and start a new paragraph immediately.
**Tables/Figures**
When they are part of the text, leave one space above and below the table and figures. The word table or figure should be in italic, centered and carry an Arabic numeral (Table 1 or Figure 2). The table/figure heading also follows in italic. Tables and figures should be self-explanatory and footnotes may be added.

**Symbols**
Mathematical symbols and formulae should be typed. Particular care should be exercised in identifying all symbols and in avoiding ambiguities. Distinction should be made between the number one (1) and the letter l and between zero (0) and the letter O.

**Units**
Follow internationally accepted rules and conventions: use the international system of units (SI). If other quantities are mentioned, give their equivalent in SI.

**Maths**
Vectors and tensors should be marked clearly on the manuscript. Equation numbers should appear in parenthesis and be numbered consecutively. All equation numbers must appear on the right-hand side of the equation and should be referred to within the text. Use the following sequence of parentheses: ).

**References**
A complete references should be listed at the end of the text and arranged in alphabetical order by the surnames of the authors. Only references quoted in the text should be listed.

(i) For articles

(ii) For books

(iii) For chapter in book

(iv) For online articles

References cited in text should be stated by the author's last name followed by year of publication all in round brackets, e.g. (Abdul 2007). For multiple citations, separate the references by semi-colon in chronological orders, e.g. (Miller 1976; Abdul & Bukhari 2004; Chang et al. 2009).