

# Type the Title of This Paper, Capitalize First Letter of Each Content Word

**First Author<sup>1</sup>, Second Author<sup>2</sup>, Third Author<sup>3</sup>**

<sup>1</sup>Department Name of Organization, Name of Organization, City, Postcode, Country (first author's affiliation)

<sup>2</sup>Department Name of Organization, Name of Organization, City, Postcode, Country (second author's affiliation)

<sup>3</sup>Department Name of Organization, Name of Organization, City, Postcode, Country (third author's affiliation)

---

**Abstract** This document gives formatting instructions for authors preparing papers for publication in our journal. The authors must follow the instructions given in the document for the papers to be published. You can use this document as both an instruction set and as a template into which you can type your own text. The body of abstract immediately follows abstract heading in the same paragraph. For example, this paragraph begins with abstract heading.

---

## 1. Introduction

This template, created in MS Word 2003 and saved as "Word 2003 – doc" for the PC, provides authors with most of the formatting specifications needed for preparing electronic versions of their papers. All standard paper components have been specified for three reasons: 1) ease of use when formatting individual papers, 2) automatic compliance to electronic requirements that facilitate the concurrent or later production of electronic products, and 3) Margins, column widths, line spacing, and type styles are built-in; examples of the type styles are provided throughout this document. Some components, such as multi-leveled equations, graphics, and tables are not prescribed, although the various table text styles are provided. The formatter will need to create these components, incorporating the applicable criteria that follow. Use the styles, fonts and point sizes as defined in this template, but do not change or redefine them in any way as this will lead to unpredictable results. You will not need to remember shortcut keys. Just a mouse-click at one of the menu options will give you the style that you want.

## 2. Page Layout

An easy way to comply with the paper formatting requirements of Godphraim is to use this document as a template and simply type your text into it.

Your paper must use a page size corresponding to A4 which is 210mm wide and 285mm long. The margins must be set as follows:

Top = 15mm  
Bottom = 15mm  
Left = 20mm  
Right = 15mm

### 2.1. The Paper Should Have the Following Structure

1. Title of the paper
  2. Authors and affiliations
  3. Abstract (at least 300 words)
  4. Introduction - including motivation, aims (and for long papers structure of the paper), overview and references to related work (in separate section)
  6. Main body - explanation of methods, algorithms, data used, instrumentation (sensors, systems, etc.), results and discussion
  7. Conclusions
  8. References
- Your goal is to adhere to this paper in appearance as closely as possible.

## 3. Page Style

All paragraphs must be indented. All paragraphs must be justified alignment. With justified alignment, both sides of the paragraph are straight.

### 3.1. Text Font of Entire Document

The entire document should be in Times New Roman. The font sizes to be used are specified in Table 1.

The size of a lower-case “j” will give the point size by measuring the distance from the top of an ascender to the bottom of a descender.

### 3.2. Title and Author Details

All title and author details must be in single-column format and must be centered.

Every word in a title must be capitalized except for short minor words such as “a”, “an”, “and”, “as”, “at”, “by”, “for”, “from”, “if”, “in”, “into”, “on”, “or”, “of”, “the”, “to”, “with”.

Author details must not show any professional title (e.g. Managing Director), any academic title (e.g. Dr.) or any membership of any professional organization (e.g. ACA, Senior Member IEEE).

To avoid confusion, the family name must be written as the last part of each author name (e.g. Orshi E. John).

Each affiliation must include, at the very least, the name of the company and the name of the country where the author is based (e.g. Godphraim Ltd, Nigeria). Email address is compulsory for the corresponding author.

**Table 1.** Font Specifications for A4 Papers

Font Size	Appearance (in Time New Roman or Times)	
	Regular	Bold
8	table caption, centered figure caption, centered	
9	reference item Author’s affiliation, centered Table heading, centered	
10	Paragraph abstract body level-3 heading, left-justified	level-2 heading, left-justified author affiliation, centered
11		author name, centered
20		Paper title, centered
12		abstract heading
14		level-1 heading, left-justified reference heading acknowledgement heading

### 3.3. Section Headings

No more than 3 levels of headings should be used. Other headings must be in 14pt font except Level-1 Heading. Every

word in a heading must be capitalized except for short minor words.

**Level-1 Heading:** A level-1 heading must be in left-justified and numbered with an Arabic numeral. For example, see heading “3 Page Style” of this document. The two level-1 headings which must not be numbered are “Acknowledgment” and “References”.

**Level-2 Heading:** A level-2 heading must be left-justified and numbered with an Arabic numeral followed by a period. For example, see heading “3.3. Section Headings” above.

**Level-3 Heading:** A level-3 heading must be numbered with an Arabic numeral. The body of the level-3 section immediately follows the level-3 heading in the different paragraph.

### 3.4. Figures and Tables

Graphs and other numbered figures should appear throughout the text as close to their mention as possible. Figures shouldn’t infringe upon the page borders.

Figures and tables must be centered in the column. Large figures and table can be in one column in order to see them more clearly and avoid placing them in the middle of columns. Any table or figure that takes up more than 1 column width must be positioned either at the top or at the bottom of the page. “Figure. 1” should be used, even at the beginning of a sentence.



**Figure 1.** A sample line graph using colors which contrast well both on screen and on a black-and-white hard copy

#### 3.4.1. Figure Captions

Figures must be numbered using Arabic numerals. Figure captions must be in 10 pt Regular font. Captions of a single line (e.g. Figure 2) must be centered whereas multi-line captions must be justified (e.g. Figure 1). Captions with figure numbers must be placed after their associated figures, as shown in Figure 1.



**Figure 2.** Example of an image with acceptable resolution

#### 3.4.2. Table Captions

Tables must be numbered using Arabic numerals. Table captions must be centred and in 10pt Regular font. Every word in a table caption must be capitalized. Captions with table numbers must be placed before their associated tables, as shown in Table 1.

#### 3.5. Links and Bookmarks

All hypertext links and section bookmarks will be removed from papers during the processing of papers for publication. If you need to refer to an Internet email address or URL in your paper, you must type out the address or URL fully in Regular font.

#### 3.6. Equations

Equations should be numbered consecutively throughout the paper. The equation number is enclosed in parentheses and placed flush right, as in (1). Your equation should be typed using the Times New Roman font (please no other font). To create multileveled equations, it may be necessary to treat the equation as a graphic and insert it into the text after your paper is styled.

$$\{\varepsilon\}_e = [B] \{\delta\}_e \quad (1)$$

## 4. References

The heading of the References section must not be numbered. All reference items must be in 10 pt font. Please use Regular styles to distinguish different fields as shown in the References section.

## 5. Conclusion

The version of this template is “I”. Most of the formatting instructions in this document have been compiled by Godphraim. Godphraim offers A4 templates for Microsoft Word. Godphraim has tried its best efforts to ensure that the templates have the same appearance.

Godphraim permits the distribution and revision of these templates on the condition that Godphraim is credited in the revised template as follows: “original version of this template was provided by courtesy of Godphraim”.

## ACKNOWLEDGEMENT

The heading of the Acknowledgment section and the References section must not be numbered.

Godphraim wishes to acknowledge all the contributors for developing and maintaining this template.

## REFERENCES (APA FORMAT)

- Weimer, M. (2013). *Learner-centered teaching: Five key changes to practice*. John Wiley & Sons.
- Sandholtz, J. H. (1997). Teaching with technology: Creating student-centered classrooms. Teachers
- Tavangarian, D., Leybold, M. E., Nölting, K., Röser, M., & Voigt, D. (2004). Is e-learning the Solution for Individual Learning. *Electronic Journal of E-learning*, 2(2), 273-280. Retrieved From <http://www.ejel.org/issue/download.html?idArticle=338>
- Zhang, D., Zhao, J. L., Zhou, L., & Nunamaker Jr., J. F. (2004). Can e-learning replace classroom learning? *Communications of the ACM*, 45 (5), 75-79.
- United Nations Educational, Scientific and Cultural Organization (UNESCO). (2014). Teaching and learning: Achieving quality for all. Retrieved from [http://unesco.nl/sites/default/files/dossier/gmr\\_2013-4.pdf?download=1](http://unesco.nl/sites/default/files/dossier/gmr_2013-4.pdf?download=1)