

# Author's Guideline

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## Manuscript submission

### Author Representations

Submission of a manuscript implies: that the work described has not been published before; that it is not under consideration for publication anywhere else; that its publication has been approved by all coauthors, if any, as well as by the responsible authorities — tacitly or explicitly — at the institute where the work has been carried out. The publisher will not be held legally responsible should there be any claims for compensation.

### Permissions

Authors wishing to include figures, tables, or text passages that have already been published elsewhere are required to obtain permission from the copyright owner(s) for both the print and online format and to include evidence that such permission has been granted when submitting their papers. Any material received without such evidence will be assumed to originate from the authors.

### Online Submission

Authors should submit their manuscripts online via the ASRE website at: <https://www.ASREasia.org/>. Hard copy submissions are no longer accepted.

## Article types

### Regular articles

Regular articles report original research on, or techniques for, studying the fundamental relationships between structures, processing, properties and performance.

The mean typeset length for a regular research article published is targeted to be eight pages.

### Articles in special issues and themed sections

Special issues are collections of themed articles, sometimes arising from a conference, symposium or other notable event. Only full papers of the same standard as regular articles will be considered for publication in special issues.

Articles submitted to the Journal for inclusion in special issues are processed in the same manner as regular articles, but will typically involve a guest editor in addition to the normal editorial board.

### Reviews

Review articles are intended to be comprehensive summaries of the state-of-the-art in a particular aspect of science and technology. The mean typeset length for a review article is targeted to be 20 pages.

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Prospective authors of reviews should contact the Editor-in-Chief before preparing their articles.

## Manuscript format

### Cover letter

All submissions must include a cover letter that includes:

- A confirmation of author representations that: the work described has not been published before; it is not under consideration for publication anywhere else; and publication has been approved by all co-authors and the responsible authorities at the institute(s) where the work has been carried out.
- A statement of the novelty and significance of the work and the relevance to the mission of the Journal.
- Names, affiliations and email addresses of at least three suitable referees, together with a brief statement of why they are qualified to evaluate the manuscript. Referees should be selected from countries other than those where the authors reside.

### Title page

The title page should include:

- The name(s) of the author(s), with symbols to link each name with that author's institutional affiliation and an asterisk to denote the corresponding author
- A concise and informative title
- The affiliation(s) and address(es) of the author(s)
- The e-mail addresses of all authors and the telephone number of the corresponding author

The use of abbreviations in titles is discouraged. These abbreviations can appear in the abstract and keywords to ensure the article is automatically indexed properly.

The author list should include only those who have made significant scientific contributions to the manuscript. Others who have contributed to the work should be noted in the Acknowledgements.

### Abstract

The abstract should be 150 to 250 words. The content should state the main purposes and research questions of the study, the methods used, the main results, and the key conclusions.

### Keywords

Authors should provide 4 to 6 keywords, which can be used for indexing purposes.

Effective keywords include abbreviations or phrases that may not appear in the title or abstract and that

link the work to wider fields of research.

### Main body

Manuscripts describing original research will typically include the following sections:

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- Introduction: a concise, up-to-date description of the background to provide a general reader of the Journal with enough context to understand the research being presented and its significance, as well as providing a clear statement of the research question and any hypotheses being explored
- Materials and Methods: techniques, materials and equipment described in sufficient detail for another trained researcher to be able to reproduce the experimental work reported. Methods that are identical to published procedures should still be summarized in brief and include a citation to the original work
- Analysis: in submissions that have a significant theoretical or mathematical component, a description of the analytical procedures may be required
- Results: a description of the analyses and measurements related to answering the central research questions
- Discussion: the interpretation of the results, considering their significance, and putting them into a wider context through comparison to previously published research. The use of a combined "Results and Discussion" section is discouraged.
- Acknowledgments: a list of people who contributed to the work in the manuscript but who are not named in the author list, and a list of funding sources that supported the research presented. The Acknowledgments should appear as a separate section before the reference list. The names of funding organizations should be written in full.

## Text

### Text Formatting

Manuscripts should be submitted in Microsoft Word. PDF is *not* an acceptable format.

- Use a normal, plain font (e.g. 12-point Times Roman) for text.
- Use italics for emphasis.
- Use the automatic page numbering function to number the pages.
- Do not use field functions.
- Use tab stops or other commands for indents, not the space bar.
- Use the table function, not spreadsheets, to make tables.
- Use the equation editor or MathType for equations.

Save your file in docx format (Word 2007 or higher) or doc format (older Word versions).

Manuscripts with mathematical content can also be submitted in LaTeX.

- A [LaTeX macro package \(zip, 182 kB\)](#) is available for download.

### Headings

No more than three levels of displayed headings should be used.

### Abbreviations

Abbreviations should be defined at first mention and used consistently thereafter.

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## Footnotes

Footnotes can be used to give additional information, which may include the citation of a reference included in the reference list. They should not consist solely of a reference citation, and they should never include the bibliographic details of a reference. They should also not contain any figures or tables.

Footnotes to the text are numbered consecutively; those to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data). Footnotes to the title or the authors of the article are not given reference symbols.

Always use footnotes instead of endnotes.

## Scientific style

- Internationally accepted signs and symbols for units (SI units) should be used throughout. Negative exponents should be used instead of a slash, e.g.,  $m\ s^{-2}$  rather than  $m/s^2$ .
- Nomenclature: Insofar as possible, authors should use systematic names similar to those used by Chemical Abstracts Service or IUPAC.
- A decimal point (dot, full stop) should be used to mark the radix point instead of a comma, e.g., 0.5%.
- The following standard mathematical notation should be used for formulae, symbols, etc.:
  - Italics for single letters that denote mathematical constants, variables, and unknown quantities.
  - Roman (upright) face for numerals, operators, and punctuation, and commonly defined functions or abbreviations, e.g., cos, det, e or exp, lim, log, max, min, sin, tan, d (for derivative)
  - Bold face for vectors, tensors, and matrices.

## References

### Citation

Reference citations in the text should be identified by numbers in square brackets; these should be placed before punctuation marks. Some examples:

1. This material is used in a wide variety of applications [3].
2. This result was later contradicted by Becker and Seligman [5].
3. This effect has been widely studied [1-3, 7].

### Reference list

The list of references should only include works that are cited in the text and that have been published or accepted for publication. Personal communications and unpublished works should only be mentioned in the text. Do not use footnotes or endnotes as a substitute for a reference list.

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The entries in the list should be numbered consecutively.

## *Journal article*

- [1] Hanaor DAH and Sorrell CC (2011) Review of the anatase to rutile phase transformation, J Mater Sci 46:855-874.

Ideally, the names of all authors should be provided, but the usage of "et al" in long author lists will also be accepted:

- [2] Eichhorn SJ, Dufresne A, Aranguren M et al (2010) Review: current international research into cellulose nanofibres and nanocomposites, J Mater Sci 45:1-33.

Articles published online but not yet assigned page numbers may be cited using the DOI

- [3] Kaplan WD, Chatain D, Wynblatt P, Carter WC (2013) A review of wetting versus adsorption, complexions, and related phenomena: the Rosetta stone of wetting, J Mater Sci. doi: 10.1007/s10853-009-3874-0

## *Book*

- [4] Carter CB, Norton MG (2013) Ceramic Materials: Science and Engineering 2nd edn. Springer, New York

## *Book chapter*

- [5] Nieh TG (2007) Deformation Behavior. In: Miller MK, Liaw P (eds) Bulk Metallic Glasses. Springer, New York, pp 147-161

## *Online document*

- [6] Barthelmy D (2007) Cryptomelane. <http://webmineral.com/data/Cryptomelane.shtml>. Accessed 28 July 2013

## *Dissertation*

- [7] Blanford CF (2000) Synthesis and electron microscopy of inorganic and hybrid organic-inorganic mesoporous and macroporous materials. PhD Dissertation, University of Minnesota

Always use the standard abbreviation of a journal's name according to the ISSN List of Title Word Abbreviations, see [www.issn.org/2-22661-LTWA-online.php](http://www.issn.org/2-22661-LTWA-online.php)

For authors using EndNote, Springer provides an output style that supports the formatting of in-text citations and reference list. [EndNote style \(zip, 2 kB\)](#)

Authors preparing their manuscript in LaTeX can use the BibTeX file spbasic.bst, which is included

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in Springer's LaTeX macro package.

## Tables

- All tables are to be numbered using Arabic numerals.
- Tables should always be cited in text in consecutive numerical order.
- Each table must be accompanied by a table caption (title) explaining the components of the table.
- The original source of any previously published material is to be identified using a reference at the end of the table caption.
- Footnotes to tables should be indicated by superscript lower-case letters (or asterisks for significance values and other statistical data) and included beneath the table body.

## Artwork and illustration guidelines

### Electronic figure submission

- Supply all figures electronically.
- For vector graphics, the preferred format is EPS; for halftones, use TIFF format. Vector graphics file formats (e.g., EPS) must have fonts embedded in the file. MS Office files are also acceptable.
- Name your figure files with "Fig" and the figure number, e.g., Fig1.eps.

### Line art

- Definition: Black and white graphic with no shading.
- Do not use faint lines and/or lettering and check that all lines and lettering within the figures are legible at final size.
- All lines should be at least 0.1 mm (0.3 pt) wide.
- Scanned line drawings and line drawings in bitmap format should have a minimum resolution of 1200 dpi.

### Data plots

- Definition: Graphical representation of data to reveal relationships between variables.
- Plots should follow guidelines for line art in line width, font sizes and file resolution. All plots should use a white background.
- Simple geometric symbols (e.g., open and filled triangles, squares, circles, etc.) should be used for data points, with capped error bars to denote the precision of measurements.
- Axes should be labeled with the appropriate units included in parentheses.
- The use of Microsoft Excel to generate plots is strongly discouraged.

### Halftone art

- Definition: Micrographs, photographs, drawings, or paintings with fine shading, etc. Magnifications should not be given (e.g., 1000x).

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- If any magnification is used in the photographs, indicate this by using scale bars within the figures themselves. Microscope-generated scale bars, particularly "tick-mark" style ones, typically reproduce poorly and should be replaced by larger, more legible scale bars.
- The contrast in micrographs should be adjusted to fill the grey levels so long as it does not lead to misinterpretation of the visual information being presented.
- Screenshots of EDS data are not acceptable. Data must be plotted in a graphing program.
- Halftones should have a minimum resolution of 300 dpi.

## Combination art

- Definition: a combination of halftone and line art, e.g., halftones containing line drawing, extensive lettering, color diagrams, etc.
- Combination artwork should have a minimum resolution of 600 dpi.

## Color art

- Color art is free of charge for online publication.
- If black and white will be shown in the print version, make sure that the main information will still be visible. Many colors are not distinguishable from one another when converted to black and white. A simple way to check this is to make a xerographic copy to see if the necessary distinctions between the different colors are still apparent.
- If the figures will be printed in black and white, do not refer to color in the captions.
- Color illustrations should be submitted as RGB (8 bits per channel).

## Figure lettering

- To add lettering, it is best to use Helvetica or Arial (sans serif fonts).
- Keep lettering consistently sized throughout your final-sized artwork, usually about 2-3 mm (8-12 pt).
- Variance of type size within an illustration should be minimal, e.g., do not use 8-pt type on an axis and 20-pt type for the axis label.
- Avoid effects such as shading, outline letters, etc.
- Do not include titles or captions within your illustrations.

## Figure numbering

- All figures are to be numbered using Arabic numerals.
- Figures should always be cited in text in consecutive numerical order.
- Figure parts should be denoted by lowercase letters (a, b, c, etc.).
- If an appendix appears in your article and it contains one or more figures, continue the consecutive numbering of the main text. Do not number the appendix figures, "A1, A2, A3, etc." Figures in online appendices (Electronic Supplementary Material) should, however, be

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numbered separately.

## Figure captions

- Each figure should have a concise caption describing accurately what the figure depicts. Include the captions in the text file of the manuscript, not in the figure file.
- Figure captions begin with the term Fig. in bold type, followed by the figure number, also in bold type.
- No punctuation is to be included after the number, nor is any punctuation to be placed at the end of the caption.
- Identify all elements found in the figure in the figure caption; and use boxes, circles, etc., as coordinate points in graphs.
- Identify previously published material by giving the original source in the form of a reference citation at the end of the figure caption.

## Figure placement and size

- When preparing your figures, size figures to fit in the column width.
- For the *Journal*, the figures should be 84 mm wide for single-column figures or 174 mm wide for double-column figures, and not taller than 234 mm.

## Permissions

If you include figures that have already been published elsewhere, you must obtain permission from the copyright owner(s) for both the print and online format. Please be aware that some publishers do not grant electronic rights for free and that Springer will not be able to refund any costs that may have occurred to receive these permissions. In such cases, material from other sources should be used.

## Accessibility

- In order to give people of all abilities and disabilities access to the content of your figures, please make sure that
- All figures have descriptive captions (blind users could then use a text-to-speech software or a text-to-Braille hardware)
- Patterns are used instead of or in addition to colors for conveying information (color-blind users would then be able to distinguish the visual elements)
- Any figure lettering has a contrast ratio of at least 4.5:1

## Electronic supplementary material

Springer accepts electronic multimedia files (animations, movies, audio, etc.) and other supplementary

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files to be published online along with an article or a book chapter. This feature can add dimension to the author's article, as certain information cannot be printed or is more convenient in electronic form.

## Submission

- Supply all supplementary material in standard file formats.
- Include in each file the following information: article title; journal name; author names; and affiliation and e-mail address of the corresponding author.
- To accommodate user downloads, keep in mind that larger files may require very long download times and that some users may experience other problems during downloading.

## Audio, Video, and Animations

- Always use MPEG-1 (.mpg) format.

## Text and Presentations

- Submit your material in PDF format; .doc or .ppt files are not suitable for long-term viability.
- A collection of figures may also be combined in a PDF file.

## Spreadsheets

- Spreadsheets should be converted to PDF if no interaction with the data is intended.
- If the readers should be encouraged to make their own calculations, spreadsheets should be submitted as .xls files (MS Excel).

## Specialized formats

- Specialized format such as .pdb (chemical), .wrl (VRML), .nb (Mathematica notebook), and .tex can also be supplied.

## Collecting multiple files

- It is possible to collect multiple files in a .zip or .gz file.

## Numbering

- If supplying any supplementary material, the text must make specific mention of the material as a citation, similar to that of figures and tables.
- Refer to the supplementary files as "Online Resource", e.g., "... as shown in the animation (Online Resource 3)", "... additional data are given in Online Resource 4".
- Name the files consecutively, e.g. "ESM\_3.mpg", "ESM\_4.pdf".

## Captions

- For each supplementary material, please supply a concise caption describing the content of the file. *Processing of supplementary files*
- Electronic supplementary material will be published as received from the author without any

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conversion, editing, or reformatting.

## Accessibility

In order to give people of all abilities and disabilities access to the content of your supplementary files, please make sure that

- The manuscript contains a descriptive caption for each supplementary material
- Video files do not contain anything that flashes more than three times per second (so that users prone to seizures caused by such effects are not put at risk)

Asiatic Society of Research Engineers