



# The Institution of Engineers, Malaysia

## Guidelines for JOURNAL Authors

**Submission of a contribution is taken to manifest the fact that the submission has not been submitted, accepted, published, or copyrighted elsewhere. To avoid publication delays, please send all manuscripts to the Editor and observe the following guidelines.**

### A. SUBMISSION OF PAPER

Author(s) are required to send four (4) copies of the manuscript and also short biodata / profiles of all author(s) with photo together with the softcopy (excluding via e-mail) upon submission. Each copy should be completed with keyword, illustrations (if any) and an abstract.

Submissions should be made to the address below:

Chief Editor

The Institution of Engineers, Malaysia  
Bangunan Ingenieur, Lots 60 & 62, Jalan 52/4  
Peti Surat 223 (Jalan Sultan), 46720 Petaling Jaya,  
Selangor Darul Ehsan  
Tel: 03-79684001/2 Fax: 03-79577678  
E-mail: pub@iem.org.my

Three types of papers are solicited for the IEM Journal:

- (1) **Regular Paper** – Presentation of significant research, developments or applications in any field of engineering or within the scope of the journal. Tutorials and surveys are also considered. For submissions, the length should be about 30 pages; double-spacing, single column with font of 12 (Times).
- (2) **Brief Paper** – A concise description of new technical concepts or applications within the scope of the journal. Submission should be about 20 pages; double-spacing, single column with font of 12 (Times).
- (3) **Technical Correspondence** – Letter to the Editor, comments on established engineering topics and discussion of published papers. Submission should be about 10 pages; double-spacing, single column with font of 12 (Times).

A minimum of 10 references, primarily to recent Journal paper is expected.

Citations of textbooks and web pages should be used very rarely. In order to verify of the IEM journal is the right Journal for manuscript submission authors may check if they are able link their to findings to other work published in the IEM Journal. Plagiarism is strictly prohibited for the IEM Journal.

### **NOTE ON FORMAT FOR THE MANUSCRIPT:**

**First submission for a review process: .pdf format in double spacing, single column, 12pt (Times) and pre-production (after reviewed): .doc format in double column, single spacing, 10pt (Times)**

Manuscripts submitted as papers should state the significance of the problem in the Introduction.

Paper size should be of A4 (210 cm × 297 cm) with 2cm margins on the left, right, and bottom and 3cm from the top.

Enclose a signed letter giving your preferred address, telephone, fax number, and e-mail address (if available) for correspondence and return of proofs.

If the manuscript has been presented, published, or submitted for publication elsewhere, please also inform the Editor. Our primary objective is to publish technical materials not available elsewhere, but on occasion we publish papers of unusual merit that have appear or will appear before other audiences.

The language of the Journal is English. However, a paper in Bahasa Malaysia is also accepted and an abstract in English must be included.

Note that upon acceptance of an article for publication, the author is requested to submit a camera-ready format of the manuscript with single-spacing, double-column and font of 10 (Times). Illustrations and keywords of the paper should be included in the text. An electronic copy of the

manuscript should also be submitted. The author is also requested to submit a passport-sized photograph and a short biography. This information will be sent to the author by the Editor.

## **B. STYLE FOR DRAFT OF MANUSCRIPT FOR REVIEW PROCESS**

The draft of manuscript for a review process shall in word format.

The manuscript should be typewritten using double-spacing, font of 12 (Times); on one side of sheet only and in a single column format. The format for IEM Journal follows that of the IEEE Transactions (USA).

As we practice blind review, please do not put your name and address in the manuscript.

Provide an informative 100- to 250-words abstract at the head of the manuscript.

All sections should be numbered in Roman such as 1, 11, etc. with the title in capitals.

Sub-sections should be numbered in alphabet such as A, B, C, etc.

Sub-sub-sections (if any) should be numbered as A., A.2, etc.

Numbered all equations in round brackets ( ) flush to the right. The equation should be in the center.

References in the text should be cited each by a reference number in square brackets, e.g. [12] or [4-6], etc.

In the reference section, the references should be written as follows:

**Style for papers:** Reference Number, Author, first initials followed by last name, title (*italics*), location and publisher, year, chapter or page numbers, month, and year.

**Style for books:** Reference Number, Author, first initial followed by last name, title (*italics*), location and publisher, year, chapter or page numbers (if desired).

Sample format for references is as follows:

### **For Paper**

[3]M. Khalid, S. Omatu, and R. Yusof, "Temperature Regulations with Neural Networks and Alternative Control Schemes" *IEEE Trans on Neural Networks*, Vol. 6, No. 3, pp. 572-582, May, 1995.

### **For Book**

[4]S. Omatu, M. Khalid, and R. Yusof, *Neural-Control and Its Applications*, London: Springer-Verlag, 1995.

**If your paper is in Bahasa Malaysia, please provide an abstract in English.**

## **C. STYLE FOR CAMERA READY MANUSCRIPT (PRE-PUBLICATION)**

In the event of the paper being accepted, we will require the camera-steady manuscript to be submitted in a double column format, single-spacing and font of 10 (Times). Include all illustrations in between the text (if possible). An electronic copy should be submitted. We strictly prefer a document format camera ready manuscript for pre-publication.

## **D. STYLE FOR ILLUSTRATIONS**

Try to include the illustrations in between the text.

Originals for illustrations should be sharp, noise-free and of good contrast.

Each illustration must be numbered such as "Figure 1, Figures 2-3, etc." and have a meaningful caption at the bottom. For tables, the caption must be at the top.

On graphs, show only the coordinate axes, or at most the major grid lines, to avoid a dense hard-thread result.

All lettering should be large enough to permit legible reduction of the figure to column width, perhaps as much as 4:1. Typing on figures is not acceptable.

Photographs should be glossy prints, of good contrast and gradation and any reasonable size.

Number each original on the back, or at the bottom of the front, and also indicate the author's name. Upon acceptance of your paper submit a set of the figures and a list of the captions. An electronic softcopy must be submitted in a document format.

**4 March 2009**