Instructions for Preparing Manuscript of BCREC (2009 Version)
Camera-ready Manuscript ← 12pt, bold

Istadi [1] [*], Didi Dwi Anggoro [1], Purwanto [2]

[1] Chemical Reaction Engineering & Catalysis Group, Dept. of Chemical Engineering ← 10pt, italic
Diponegoro University, Jl. Prof. Sudharto, Kampus UNDIP Tembalang, Semarang 50239, Indonesia ← 10pt, italic

[2] Department of Chemical Engineering ← 10pt, italic
Diponegoro University, Jl. Prof. Sudharto, Kampus UNDIP Tembalang, Semarang 50239, Indonesia ← 10pt, italic

Abstract ← 12pt, Times New Roman bold

The abstract should be clear, concise, descriptive and should provide a brief introduction to the problem. This should generally be followed by a statement regarding the methodology and a brief summary of results. The abstract should end with a comment on the significance of the results or a brief conclusion. Abstracts are written in 10 pt Times New Roman italic, preferably not more than 300 words.

Keywords: ← 12pt, Times New Roman bold

Maximum of 5 keywords, crucial to the appropriate indexing of the conference papers, are to be given. eg:
Artificial Intelligence, Genetic Algorithm, Fuzzy Logic

1. Introduction ← 12pt, Times New Roman bold

This template is designed to assist you in preparing your manuscript; it is an exact representation of the format expected by the editor. The work should not have been published or submitted for publication elsewhere. The official language of the manuscript to be published in BCREC is English or Indonesian.

2. Materials and Methods ← 12pt, Times New Roman bold

2.1. General Organization of the Paper ← 10pt, Times New Roman bold

The paper will be published in the BCREC journal after peer-reviewed process. After a suitable arrangement, the paper will be directly reproduced from the camera-ready format.

Manuscript content should, in general, be organized in the following order:

- Abstract
- Key words
- Introduction
- Materials and Methods
- Results and Discussion
- Conclusions
- Acknowledgments
- References

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* Corresponding Author. E-mail: istadi@undip.ac.id, Tel: +62-24-7460058, Fax: +62-24-76480675

2.2. Document Length Restrictions

Papers accepted for publication are strictly limited to a maximum of **10 pages** in a two-column format.

2.3. Document Format

2.3.1. Font and Spacing ← 10pt, Times New Roman italics

Manuscript should be typed using word processors (Microsoft Word or Open Office) software. The font used throughout the paper is Times New Roman. The paper size is A4 (i.e., 210 x 297mm), two-column format (i.e., 85mm each) with a 2.5cm margin at the top, a 2.5cm margin at the bottom, 1.5cm margins on the left and right with a 1 cm space between the two columns. Lines are single spaced, justified. If the last page of your paper consists of less than two columns, then divide the last page text into two columns of equal length. Use high quality paper, printed on one side only with, preferably, a laser printer. Page numbers are not to be included in the text; they should be written on the back of pages at the bottom center using a pencil. Use of pronouns such as I, we etc is to be avoided.

2.3.2. Paper Title

The title of the paper should be in 12 pt bold and be centered over BOTH columns; the title should have 0 pts space above and 12 pts below.

2.3.3. Authors

Author names should be in 12 pt Times Roman bold with 12 pts above and 12 pts below. Author addresses are superscripted by numerals and centered over both columns of manuscripts. Professional positions/ titles such as Professor, Dr., Production Manager etc., are to be avoided.

2.3.4. Author Affiliations

Author affiliations should be in 10 pt Times Roman italic single spacing. The body of the text should commence 2 lines (24 points) below the last address.

2.3.5. Section Headings

Three levels of heading are allowed as follows:
- Level 1 (Heading1 format) - 12pt, Times bold, left justified
- Level 2 (Heading2 format) - 10pt, Times bold, left justified
- Level 3 (Heading3 format) - 10pt, Times bold italic, left justified

2.3.6. Body Text

The body of the text is a set of body text paragraphs defined as follows:
- 10pt Times New Roman
- Single space, defined as 12pt
- Spacing after the heading is 3pt
- Spacing before the new heading is 3pt
- There is no indentation for the first line

2.3.7. Bullets

There are two levels of allowed bulleting:
- This is the first bullet level
  - This is a sub-bullet level

2.3.8. Enumerated Lists

Lists are sequentially numbers as follows:
1. Spacing before the start of list is 3pt
2. Spacing after the end of list is 3pt

2.3.9. Tables

Tables are sequentially numbered with the table title and number above the table. Tables should be centered in the column OR on the page. Tables should be followed by a line space (12pt). Elements of a table should be single-spaced, however double spacing can be used to show groupings of data or to separate parts within the table. Table headings should be in 10pt bold. Tables are referred in the text by the table number. eg: Table 1

Table 1. Formatting Rules

Object	Font	Alignment	Space above	Space below
Title	12pt bold	centered	0pt	12pt
Author(s)	12pt bold	centered	12pt	12pt
Addresses	10pt italics	centered	0pt	0pt
Heading1	12pt bold	left	12pt	12pt
Heading2	10pt bold	left	6pt	6pt
Heading3	10pt bold italics	left	3pt	3pt
Body	10pt	justified	3pt	3pt
Bullet	10pt	justified	3pt	3pt
Table title	10pt	centered	12pt	6pt
Figure title	10pt	centered	6pt	12pt

2.3.10. Figures

Figures are sequentially numbered commencing at 1 with the figure title and number below the figure as shown in Figure 1. Detailed recommendations for figures are as follows:
- Ensure that figures are clear and legible with typed letterings.
- Only black & white figures are allowed.
- If a figure spans two columns, it should be placed at the top or bottom of a page.
- Hard copy illustrations should, preferably, be scanned and included in the electronic version of the submission in an appropriate format as follows:
  - BMP - Microsoft bitmap file
  - WMF - Windows Metafile Format
  - EPS - Encapsulated Postscript
- If figures cannot be scanned, the original should be placed in its location within the manuscript using wax or colorless glue.
- The following files are permissible:
  - Microsoft Graph
  - Microsoft Draw
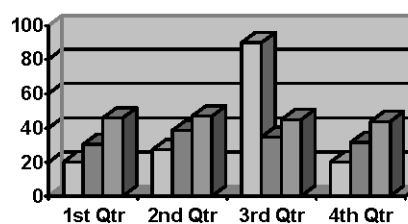
Figure 1 shows an included Microsoft Draw object.

Figure 1. A Sample Chart

2.3.11. Equations

Equations should be numbered serially within parentheses as shown in Equation (1). The equation number is to be placed at the extreme right side.

$$\int_0^{r_2} F(r,\varphi)\, dr\, d\varphi = [\sigma r_2 / (2\mu_0)] \qquad (1)$$
$$\cdot \int_0^{\infty} \exp(-\lambda\,|\,z_j - z_i\,|)\,\lambda^{-1}\,J_1(\lambda r_2)\,J_0(\lambda r_i)\,d\lambda .$$

2.3.12. Units, Abbreviations and Symbols

Metric units are preferred. Define abbreviations and symbols at the first time as they are introduced in the text.

2.3.13. Footnotes

Footnotes should be in 9pt Times Roman and placed at the bottom of the column in which they appear[1]. Footnotes should be used sparingly. Footnote numbers in text should be in superscript.

2.3.13. References

All publications cited in the text should be included as a

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[1] This is a footnote.

list of references. References are sequentially numbered as they appear in the text. Reference numbers are indicated in square brackets.

Recommendations for references are:

- Include ALL authors. *et al.*, for multiple authors is not acceptable.
- When referencing in the body of text, use 10pt Times Roman in square brackets.
- Types of references are as follows:
  - For a Book, see [1]
  - For a Journal Article, see [2]
  - For a Magazine Article, see [3]
  - For a Proceedings Paper, see [4]
  - For a University Technical Report, see [5]
  - For a Dissertation or Thesis, see [6]
  - For an Internet Reference, see [7]

When preparing your reference list, the following should be avoided:

- References not cited in the text.
- Excessively referencing your own work.
- Insufficiently referencing the work of others.

3. Conclusion

Papers not prepared in accordance with these guide lines and manuscripts with number of mistakes will have to be rejected by Editor.

Submission of fulltext paper can be done by **hardcopy** or **electronic submissions**. When hardcopy submission is chosen, the following should be included:

- Two (2) printed camera-ready copy of the paper.
- A 3.5 inch floppy diskette or a CD containing the full electronic version of the paper and associated figures. The disk should be labeled with the name of the first author, title of paper and the name of the word processing file. The editorial committee may make some limited editorial changes in the manuscript if needed.

However, **electronic submission is preferable** by sending the fulltext paper (in MS Word or Open Office) to e-mail: **bcrec.undip@gmail.com** or **bcrec@undip.ac.id.** Online version of BCREC articles in PDF format can be opened for free at BCREC website **http://bcrec.undip.ac.id**.

Acknowledgments ← 12pt, Times bold

You may wish to thank those who have supported you and your work.

References ← 12pt, Times bold

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[7] Ivey, K.C. 2 September 1996. Citing Internet sources URL http://www.eei-alex.com/eye/utw/96aug.html.

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All manuscripts can be submitted to the editorial office by e-mail to: bcrec@undip.ac.id.

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- signed copyright status form (a copy reproduced from the website),
- a covering letter, outlines the basic findings of the paper and their significance.

However, if for any reason authors are unable to use the above methods, they may also send the manuscripts by regular mail to the editorial office according to the following address:

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50275; Telp.: +62-24-7460058, Fax.: +62-24-76480675

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Preparation of manuscripts
Manuscript of research article or reviews should be prepared in 'camera ready' as above templates, according to the guidelines in the website: http://bcrec.undip.ac.id/author-guidelines

Reviewing of manuscripts
Every submitted paper is independently reviewed by at least two peers. Decision for publication, amendment, or rejection is based upon their reports. If two or more reviewers consider a manuscript unsuitable for publication in this Journal, a statement explaining the basis for the decision will be sent to the authors within three months of the submission date. Manuscripts rejected will not be returned to the authors.

Revision of manuscripts
Manuscripts sent back to the authors for revision should be returned to the editor without delay. The revised manuscripts can be sent to editorial office by e-mail (bcrec@undip.ac.id). The revised manuscripts returned later than three months will be considered as new submissions.