Instructions for Preparing Manuscript of BCREC (2009 Version)

Camera-ready Manuscript ← 12pt, bold

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1 Chemical Reaction Engineering & Catalysis Group, Dept. of Chemical Engineering ← 10pt, italic
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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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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. 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.

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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 bulleted:
- This is the first bullet level
  - This is a sub-bullet level

2.3.8. Enumerated Lists
Lists are sequentially numbered 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, e.g. Table 1

<table>
<thead>
<tr>
<th>Table 1. Formatting Rules</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Object</strong></td>
</tr>
<tr>
<td>Title</td>
</tr>
<tr>
<td>Author(s)</td>
</tr>
<tr>
<td>Addresses</td>
</tr>
<tr>
<td>Heading1</td>
</tr>
<tr>
<td>Heading2</td>
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<tr>
<td>Heading3</td>
</tr>
<tr>
<td>Body</td>
</tr>
<tr>
<td>Bullet</td>
</tr>
<tr>
<td>Table title</td>
</tr>
<tr>
<td>Figure title</td>
</tr>
</tbody>
</table>

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.

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.

$$\int_{0}^{x} F(r, \phi) dr dp = [\sigma_{L} / (2\mu_{s})]$$

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. 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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This is a footnote.
References ← 12pt, Times bold


Acknowledgments ← 12pt, Times bold

You may wish to thank those who have supported you and your work.
All manuscripts can be submitted to the editorial office by e-mail to: bcrec@undip.ac.id.

The following materials should accompany manuscripts submitted to the editorial office:

- 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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Four types of manuscripts are acceptable for publication: Research articles, Review articles, and Research Notes.

**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.