

**THE TITLE SHOULD BE SET IN 12 PT TIMES NEW ROMAN,  
BOLD, AND CENTRED**

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**ABSTRACT:**

*This example paper contains instructions for the preparation of accepted papers for the Operational Research Society (ORS) Simulation Workshop which will be held in April 2010. Please follow these guidelines as closely as possible. Information about the workshop can be found via The Operational Research Society Web site: [www.theorsociety.com](http://www.theorsociety.com)*

*The abstract text for the paper should be typed using 10-point italics, fully justified. Please note the setting of the word "ABSTRACT" at the beginning of the paragraph (bold, upper case, non-italics). The title, author names, and affiliation are to be positioned centrally as shown above. Further details of the paper format are contained in this sample paper.*

Keywords: Sample Document, Guidelines

**1. INTRODUCTION**

Main section titles should be set in Times New Roman 10-point bold, numbered as shown. Upper case should be used for all words. Use 18pt spacing before the heading and 6pt spacing after. Do not insert lines before and after the heading.

Body paragraphs (like this one) should be set in Times 10-point, and fully justified. Insert one blank line between paragraphs. Do not indent.

**2. LAYOUT OF THE PAPER**

The paper size is standard A4. **You should use this document as a template.** As for this example paper, top and bottom margins are 2.54cm, left margin 3.3cm and right margin is 2.29cm. The paper should be single spaced.

Line spacing between main sections and subsections should be as shown in this paper. The two column format has a column width of 7.08cm and column separation of 1.25cm.

Include a header on each page in italic text: 'Proceedings of the Operational Research Society Simulation Workshop 2010 (SW10)'

**2.1 Basic Layout Details**

Subsection titles should be set in Times New Roman 10-point bold, numbered using decimal notation as shown. Major words should be capitalised. Use 18pt spacing before the heading and 6pt spacing after. Do not insert lines before and after the heading.

Equations should be set in Times new Roman, 10-point italic, size, and horizontally and vertically centred. A slightly smaller font may be used for equations, subscripts, and superscripts.

Preferably, figures should be inserted in the text, soon after they are referred to. They may be sized to fit one column, or the full page width, as appropriate to their complexity. The same applies to tables.

Figures, tables and equations should be numbered e.g. figure 1. Place figure captions below the figure and table captions above the table, as per examples below.



**Figure 1** This is an Input/Output Diagram

**Table 1** Results of the Experiments

Experiment	Result
1	15.3
2	17.2

$$E = mc^2 \quad (1)$$

References should be cited in the text with author names and date in brackets. For example: for a single authored paper use Surname\_Author (2000), for a paper with exactly two authors use (Surname\_Author1 and Surname\_Author2, 2000) and for papers with more than two authors use Surname\_Author1 et al (2000). For multiple citations separate citations with a semi-colon.

Footnotes are acceptable – but please use sparingly.

Please do not number your pages. Page numbers will be added by the editors when the papers are combined for inclusion in the final publication.

Authors' names should be set in Times New Roman, 10 pt and centred, as in the above example. Authors' names only in italics.

After the Abstract you should include a number of keywords. These should be Times New Roman, 10 pt. A maximum of 4 'words' or 'phrases' comma separated is advised.

## 2.2 Length of the Abstract and Paper

The abstract for the paper should be 150 words max. The overall length of the paper should be between 3 and 10 *Proceedings* pages.

## 3. SUBMISSION OF ACCEPTED PAPER

You are responsible for ensuring that your final submission conforms to the specification in this sample document. The submission deadline for the paper is **30 October 2009**. Please submit your title and abstract through the conference website at [www.theorsociety.com](http://www.theorsociety.com) (follow links to Simulation 2010).

You will also need to **email the paper to the Program Chairs: Murat Gunal ([mgunal@dho.edu.tr](mailto:mgunal@dho.edu.tr)) and Benny Tjahjono ([b.tjahjono@cranfield.ac.uk](mailto:b.tjahjono@cranfield.ac.uk))**.

## ACKNOWLEDGEMENTS

An Acknowledgements section may be added, if required, to acknowledge the contribution of other research work. The acknowledgements

section should be placed between the main text of the paper and before the References section (or any appendices included).

## APPENDIX A: APPENDICES

Appendices may be added, if required, after the Acknowledgements section. For multiple appendices, label them A, B, C etc. Label figure and tables in appendices as appropriate, for example Figure A-1.

## REFERENCES

References should be placed in a separate section. This section should be in alphabetic order. The references themselves should be set using "hanging indents," as shown:

- A. Author(s) name(s) (2000). "This is the Title of the Paper" Journal Name, 39: 531-548.
- A. Author(s) name(s) (2000). "This is the Book Chapter Title" Book Title, McGraw-Hill: New York: 375-401.
- More Author(s) name(s) (2000). Book Title, Peter Peregrinus: London.
- A.N. Other Author (2000). "This is the Title of the Conference Paper" Conference Title, OR Society: Birmingham: 42-50.

## AUTHOR BIOGRAPHIES

This section of the paper should contain a brief one-paragraph biographical sketch of each author. The section heading is Author Biography, or Author Biographies, and is not numbered. Start the paragraph devoted to each author by typing the author's name, without indentation, in boldface **FULL CAPITALS**. If there are multiple authors, separate each biography by one blank line. For example:

**ANDREA ADAMS** received a BSc (Hons) Computer Science from the University of Somewhere in 1986. She completed her PhD at the same University in 1990. She is currently a principal researcher and lecturer in the Department of Computing. Dr Adams has an extensive background in this field for the past 10 years. <http://www.somewhere.hw.ac.uk/~aadams>

**BARRY BROWN** is a lecturer at The University of Somewhere etc.

**CHARLES COUSINS** is a researcher with ACME Computers Inc. etc.