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## INSTRUCTIONS FOR FULL INDUSTRY TRACK PAPERS

Author 1

Title

Affiliation (Company or Laboratory Name)

Address

(Mailing address;

Telephone & fax numbers;

Email address)

Author 2

Title

Affiliation (Company or Laboratory Name)

Address

(Mailing address;

Telephone & fax numbers;

Email address)

When there is no-coauthor, place  
the author information in the  
center.

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**Abstract** (*capitalize the first character only*): This document contains detailed guidelines for preparation of Full Papers to be presented at the T-LOG 2007. At T-LOG 2007 Conference, the Proceedings will be published on CD-ROM. Therefore, authors are requested to submit draft full paper both as a WORD and a PDF file. The deadline for full paper submission is **15 December 2006**. Submission of draft full paper should be sent by e-mail as attachment to [T-LOG@sz.tsinghua.edu.cn](mailto:T-LOG@sz.tsinghua.edu.cn). The draft full papers will be reviewed by referees. You will be notified the review result by **28 February 2007**. (Abstract should be **within 250 words**.)

**Key Words** (*capitalize the first character only*): key word A, key word B, key word C, key word D, key word E

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## 1. PAPER FORMAT

- A4 paper (210 mm wide by 290 mm deep) with 25 mm margins on all sides (upper, lower, right and left hand)
- Times New Roman typeface in 12 point pitch
- Single spacing
- within 3,000 words, including figures, tables, references and appendices
- Leave a blank line between paragraphs without indent
- Text should be justified across whole page width

## 2. CONTENT INSTRUCTIONS

### 2.1 Language

All manuscripts must be in English.

### 2.2 The structure of paper

First part: title, authors, information, main body of the text (numbered as indicated below).

Second part: the ACKNOWLEDGEMENTS (in bold capital typeface) if required.

Third part: the REFERENCES (in bold capital typeface)

Fourth part: appendices if required

### 2.3 The title of paper

The title should be centered in bold capitals.

### 2.4 The sections

Section titles must be numbered and **typed in bold capitals** (e.g. **1. INTRODUCTION**).

### 2.5 The subsections

Subsection titles must be numbered using two digits and be typed in bold typeface (e.g. **1.1 Subsections**).

### 2.6 The sub-subsections

Sub-subsection titles must be numbered using three digits and be typed in bold typeface (e.g. **1.1.1 Sub-subsections**).

### 2.7 Tables

Tables must be numbered sequentially and have a reasonably explanatory title centered over the table; the measurement units employed in the table must be indicated. For example,

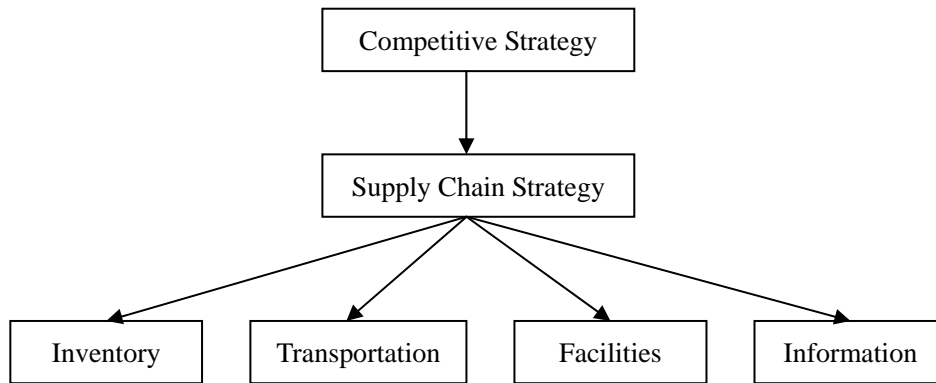
(Title of the Table: capitalize the first character only, not bold)

Table 1. Fixed and Variable Costs of Potential Warehouses

Location	Fixed Cost (\$/year)	Variable Cost (\$/unit flow)
Seattle	500,000	0.2
Denver	420,000	0.2
St. Louis	375,000	0.2
Atlanta	375,000	0.2
Philadelphia	400,000	0.2

## 2.8 Figures

Figures must be drawn using good quality graphic software; they must be numbered sequentially and have a reasonably informative title centered **under the figure**. For example,



(Title of the Figure: capitalize the first character only, not bold)

Figure 1. Supply Chain Decision-Making Framework