Formatting requirements for the Meetconf article

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**Abstract.** The following structure of the manuscript is recommended: abstract, keywords, nomenclature, introduction, main text, results, conclusions, acknowledgements, and references. Manuscript should be single-spaced, single column, Microsoft Word 2007 or higher is preferred. Margins: top 25 mm, bottom 15 mm, left 20 mm, right 20 mm.

**Keywords.** Keyword 1, keyword 2, keyword 3, keyword 4.

Introduction

Main text Font: Times New Roman, Font size: 10, Paragraph Justified and first line indented by 5 mm. For other formatting parameters please refer to Table 1.

Tables

Caption of the table must start with table number 9 pt **Bold** as “**Table 1.**”, then further text 9 pt Regular. Table itself must be 9 pt Regular. Table caption must be placed above the table.

**Table 1.** Basic size and style requirements

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Text location | Font | Font size | Font style | Numbering |
| Main text | Times New Roman | 10 pt | Regular |  |
| Headings | Times New Roman | 10 pt | Bold | 1. |
| Table Caption | Times New Roman | 9 pt | Bold. Regular | Table 1. |
| Table Content | Times New Roman | 9 pt | Regular |  |
| Figure Caption | Times New Roman | 9 pt | Bold. Regular | Fig. 1. |
| Equations | Cambria math or Times New Roman | 10 pt |  | (1) |
| References | Times New Roman | 9 pt | Regular. Italic | [1] |
| Biographies | Times New Roman | 9 pt | Bold Regular |  |

Figures

Caption of the figure starts with figure number 9 pt **Bold** as “**Figure 1.**”; further must be 9 pt Regular. Figure caption must be below the figure. Figures should be at least 300 dpi. Office charts and drawings are not acceptable. Text in the figure should be clear. Picture layout must be in line with text.



**Figure 1.** An example of figure

Equations

Equations (formulas, mathematical expressions) are preferred to be written in Microsoft Office Equation Editor, or MathType. The following style is required: *symbols Italic*, **vectors Bold**, numbers and functions Regular.

Equations must be numbered sequentially and the equation number in parentheses should be placed near the right edge. For the example of equation and suggested formatting, please refer to Eq. (1):

|  |  |
| --- | --- |
| $$m\ddot{x}=\left(p-p\_{a}\right)F-c\_{1}x-c\_{2}\dot{x}-P,$$ | (1) |

where equation is inside the table with no borders.

Parentheses and numbers in equations as well as units of measurement should be Regular format: $x$ = 1 m, $F$ = 1 N.

Referencing

References should be cited as follows [1], [2, 3], [4-7] and numbered consecutively in the order of their first citation.

Figures, tables, and equations are placed after the paragraph in which they are first referenced. Figures, tables, and equations should be cited as follows: Figure 1, Table 1, Eq. (1), Eq. (2‑3).

Acknowledgements

An Acknowledgements section is optional and may recognize those individuals who provided help during the research and preparation of the manuscript.

References

Please prepare a reference list according to IEEE format requirement. For non‑English reference citation in the English language is required; language of the source should be provided in parentheses, (in Chinese). Include the digital object identifier (DOI) for all references where available.

Here are some common references formats:

1. Author initials and surname, *Title of the book*. City, Country: Publisher, Year.
2. Author initials and surname, “Title of the paper,” *Journal title*, vol. (volume number), no. (issue number), pp. xxx–xxx, Year.
3. Author initials and surname, “Title of the paper,” in *Name of Conference*, (location of conference is optional), Year, pp. xxx–xxx.
4. Author initials and surname, “Title of patent,” U.S. Patent *x xxx xxx*, Month, Day, Year.

Examples:

1. W. Soedel, *Vibrations of Shells and Plates*, 2nd ed. New York: Marcel Dekker Inc., 1993.
2. M. Morgantini and R. Betti, “The inner product vector as an output-only cross-correlation-based feature to structural damage assessment,” *Journal of Vibroengineering*, vol. 22, no. 6, pp. 1373–1398, 2020, https://doi.org/10.21595/jve.2020.21373.
3. Z. Zhou, H. L. Fu, and L. Li, “Theoretical solution of bearing capacity of shallow circular foundation,” (in Chinese), *Journal of Changsha Railway University*, vol. 20, no. 3, p. 12-16, 2002.
4. A. De Luca, G. Oriolo, and P. Robuffo Giordano, “Kinematic control of nonholonomic mobile manipulators in the presence of steering wheels,” in *2010 IEEE International Conference on Robotics and Automation*, 2010, pp. 1792–1798, https://doi.org/10.1109/robot.2010.5509570.