

## **Congress and Exhibition of the Foundry Industry FUNDIEXPO 2021- Instructions for Preparation of Full Paper**

It is recommended that authors follow the scheme described below when preparing their paper, it is very important to direct their paper in a technical and non-commercial way:

1. Title
2. Author Names and affiliation
3. Abstract
4. Introduction
5. Figures, Tables and Content
6. Acknowledgments
7. References
8. Annexes

### **1. Title.**

Title should highlight the topic to be treated and attract the attention of the potential reader. The title should be as concise as possible.

### **2. Author Names and affiliation**

Author's names list mentioned in the work, without using academic titles. It should include the name of the company or institution in which it works, the electronic address of the author which interested readers can contact.

### **3. Abstract.**

Abstract should contain the most important information, as well as the conclusions of the work. A well written summary should not contain more than 200 words.

### **4. Introduction**

The introduction contains the previous information and reasons for carrying out the work, it must be brief and it must state the objective of it.

### **5. Figures, Tables and Content**

It is the essential part of the job; the use of trademarks or proper names of products and processes should be limited, comments for commercial purposes are not acceptable. Trade names can be replaced by generic descriptions. Tables and figures are incorporated into the text as close as possible to their mention.

### **6. Acknowledgments**

This section should be small and only contain the institutions, companies or individuals that supported the work and that have not been mentioned in the affiliation or among the authors.

### **7. References**

The references list previous work done in the area of interest of the work and recognize the achievements and results of other authors.

### **8. Annexes.**

It contains the material related to the text that by its nature (equations, diagrams, figures, etc.), makes it difficult to include it within the main body.

**Instructions for the format work.****Physical format**

Written delivery of the work is not required, as the reports will be edited in the form of USB. For this reason, authors are requested to submit their work electronically in a Word file. This is necessary to include it in the reports.

**Paper length**

It is suggested that the text is not larger than 12 pages. It is recommended to consult with those responsible for the event if more space is required.

**Document size and margins**

It is recommended to write the text on letter size paper, 21.6 • 37.9 cm, 8.5 • 11 in. The text must be written in a single column in a row.

The margins to use are as follows:

Top = 4.45 cm, (1.75 in) on the first page and 2.54 cm, (1 in) on the following pages. The left, right and bottom margins should be placed at 2.54 cm, (1 in).

**Document structure:**

The first page contains the title of the work, the name, the affiliation of the authors and the summary of the work.

Title must be justified and centered with Times New Roman to 14 points in bold and capital letters, as many lines are used as required.

Author's Name.- The names of the authors are written with upper and lower case letters centered two lines below the title, Times New Roman is used at 12 points.

Affiliation.- The company or institution in which the authors work is described by leaving a line of space below the name. The same instructions are followed as in the case of names.

Sections.- The sections contemplate the different parts into which the work is divided, the first is the summary and the last, if any, is that of appendices. The section's title is written in Times New Roman in 12 bold letters and is placed on the left margin of the text using upper and lower case. In case of requiring a subsection it is recommended that the title be written with Times New Roman under 12 points underlined and placed on the left margin of the text using upper and lower case. It is recommended to leave two lines of space above and one below the title of each main section and only one line of space above the subsection.

Paragraphs. The text is written in paragraphs without indentation and a line followed is recommended to leave a line of space between them.

### Tables and figures

**Tables.** Tables should be included in the text as close as possible to their mention. Each table must have a header and, in case of using symbols, these should be explained at the bottom of the table.

**Figures.** Diagrams, drawings and photographs should be included in the text (as objects) as close to their mention.

**Numeration.** The tables must be numbered sequentially in Roman numerals, the figures must be numbered with Arabic characters.

### Equations

The equations are generated with the same type of characters used in the text, it is recommended to leave one line above and another below the equation. Their numbering should be with Arabic numbers in parentheses and the number should be placed at the right end of the equation.

### Units.

The units to be used throughout the text are those corresponding to the international system (SI), the inclusion of another system is acceptable, as long as they are introduced after the SI units in parentheses.

### References.

The references must be included in the text and must be numbered with Arabic characters and in square brackets ([ ]). The article must contain the complete list of references.

Example:

Article in magazine.- Authors name, journal title, underlined volume number, year of publication in parentheses and number of the first page.

Article in memory.- Authors name, title of the event, name of the editors, editorial, place and year of publication, number of the first page.

Book.- Authors name, book title, editorial, place and year of publication.

Thesis.- Author's name, thesis title, university and exam year.

### Important Dates:

Start of receipt of work summaries	February 3, 2020
Deadline for abstract submission	September 4, 2020
Summary Acceptance Notification	October 16, 2020
Deadline for sending work in length for review	January 29, 2021
Sending comments to authors by reviewers	March 26, 2021
Deadline for sending extensive work corrected	June 24, 2021