PAPER TEMPLATE AND GENERAL RULES

In order to publish proceedings in the proceedings book it is necessary to attend the specified date of paper submission deadlines, paper template rules and transfer conditions of the proceedings.

THE LANGUAGE, GENERAL STURUCTURE AND THE LENGTH OF PROCEEDINGS

1. The proceedings should written in English Language and must not exceed ten pages including graphic, table, figure, picture, references and appendixes.

2. The following list and template rules must be complied during the preparation of the proceedings abstract and full papers. (Figure 1)

The Proceedings Full Paper should be prepared in this stucture:

- English heading,
- The information regarding to the proceedings authors (name surname and institution),
- English abstract (max. 150 words) and key words (max 5 words),
- Full Text
- Acknowledgement,
- References,
- Appendixes.

WRITING PROGRAM AND PAGE LAYOUT

1.docx or doc extension MS Word" writing program must be used in order to write abstracts and proceedings full paper.

2.. The full paper must be written in one space blank.

3.. Fonts and type sizes should be as follow: Headings (Bold) (12 type size), Main text Times New Roman (10 type size), Key words (Bold) (Italic) (10 type size). Key words must be written according to order of importance.

4. The page layout should be A4 size and page margins should be as illustrated in Figure 1 and Figure 2 in EXAMPLE pages.

5.. All graphics, figures, tables and pictures should be placed in proceedings and must not be prepared in seperate files.
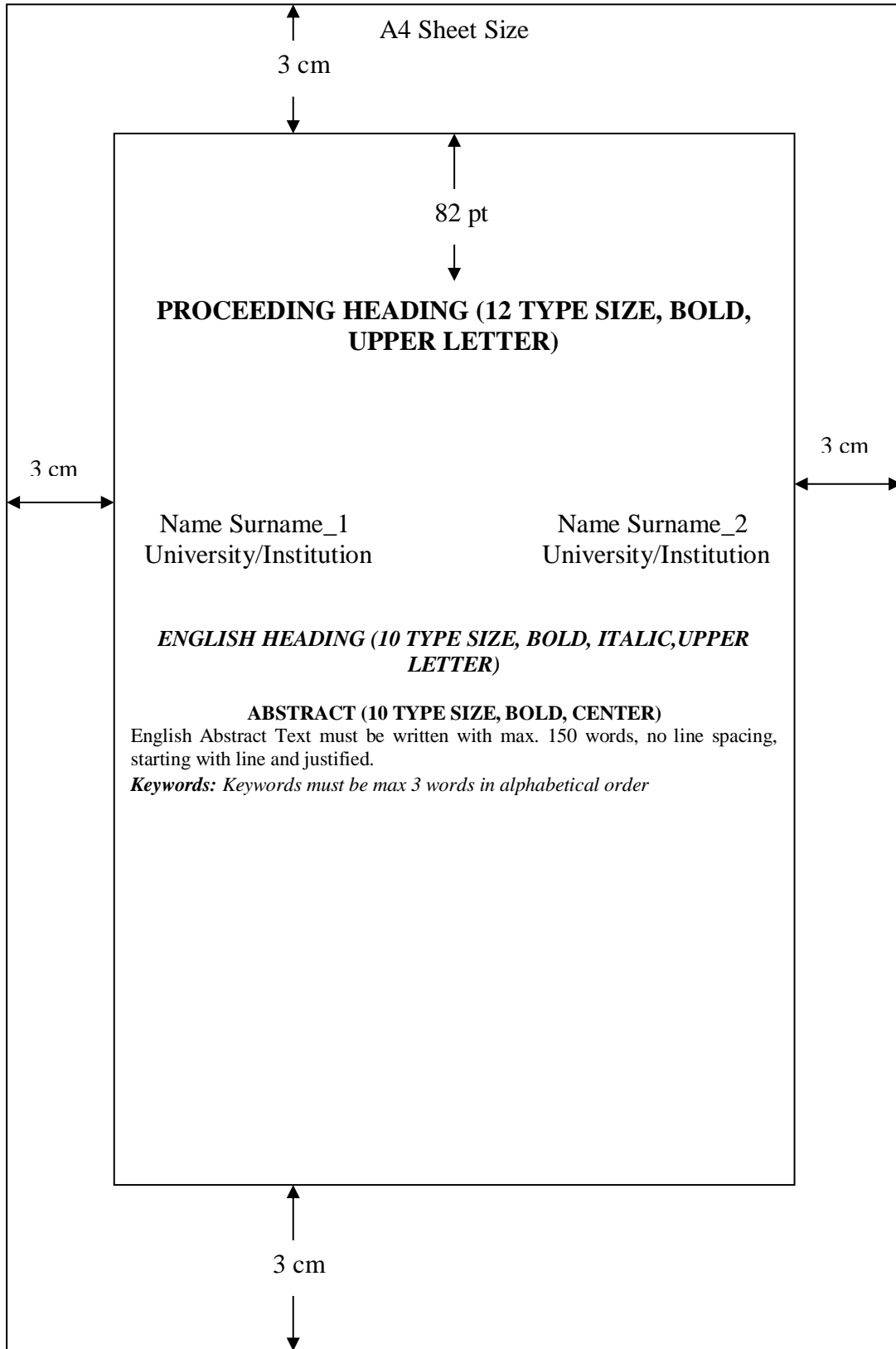
6. In first page, proceedings headings, English abstract, author informations must be included, main text must be started from second page.
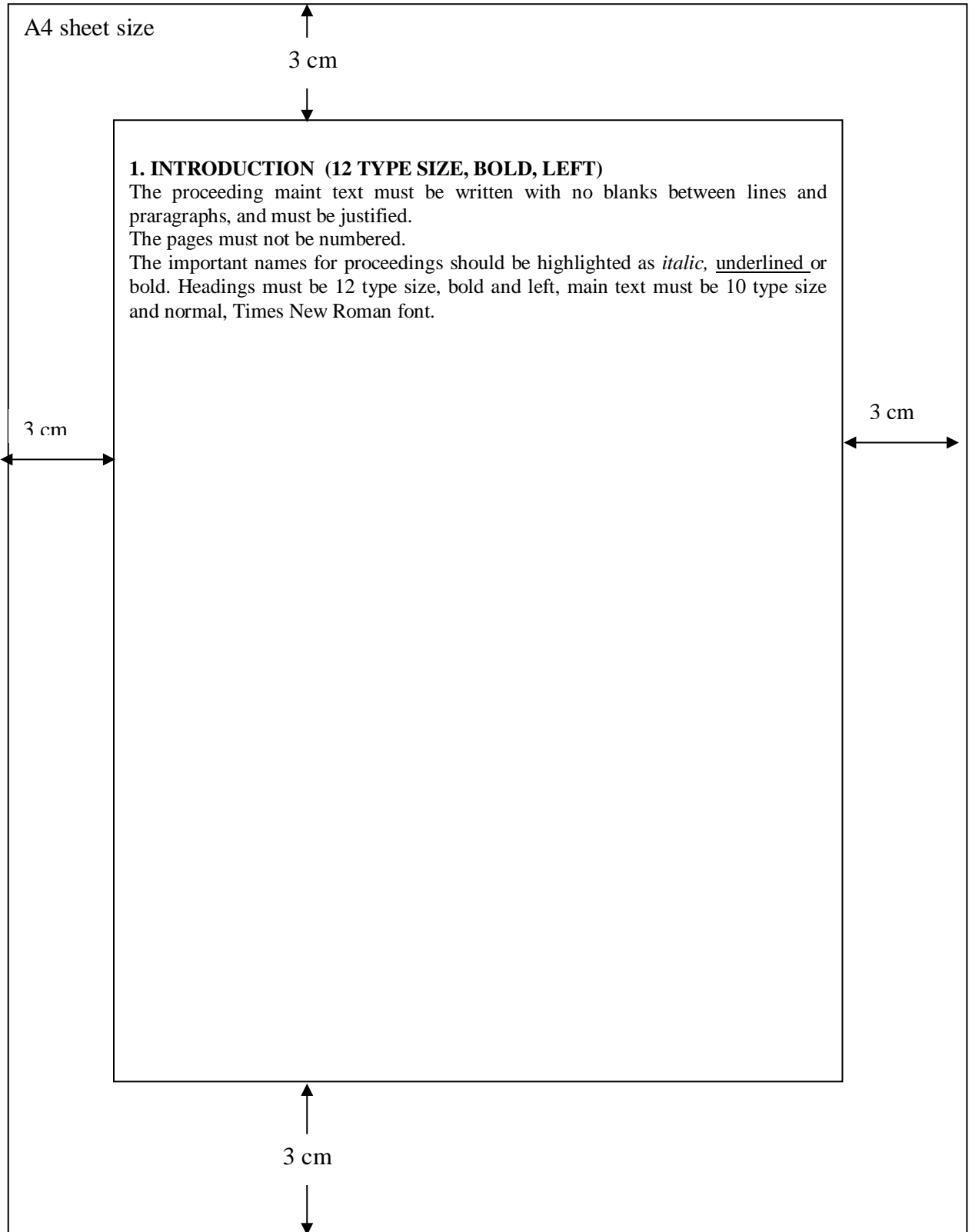
7. Pages must not be numbered**.**

8. The following points should be considered during the preparation of the Refences part:

- When referring a reference item in main text, author's name and puclication date must be written, for example (Kobu, 2003).

- If the the reference item in main text has two author, surnames and puclication date of reference item of both authors must be written. For example (Birgün and Yenen, 2005).

- If there are more than one author in reference item, only the first author's namemand "et al." must be used. Example, (Gülen et al., 2007). However, this illustration type must not be used in reference part.

- In references part, surname of authors' should be placed in first place and then the initial of names must be written. Example (Birgün, S…).

- Refences part, should be arranged in an alpahbetical order according to surnames; and must be arrenged chronologically for each author.

A4 Sheet Size

3 cm

82 pt

PROCEEDING HEADING (12 TYPE SIZE, BOLD, UPPER LETTER)

3 cm

3 cm

Name Surname_1
University/Institution

Name Surname_2
University/Institution

ENGLISH HEADING (10 TYPE SIZE, BOLD, ITALIC,UPPER LETTER)

ABSTRACT (10 TYPE SIZE, BOLD, CENTER)
English Abstract Text must be written with max. 150 words, no line spacing, starting with line and justified.
Keywords: *Keywords must be max 3 words in alphabetical order*

3 cm

Figure 1. Heading Page

A4 sheet size

3 cm

1. INTRODUCTION (12 TYPE SIZE, BOLD, LEFT)
The proceeding maint text must be written with no blanks between lines and praragraphs, and must be justified.
The pages must not be numbered.
The important names for proceedings should be highlighted as *italic,* underlined or bold. Headings must be 12 type size, bold and left, main text must be 10 type size and normal, Times New Roman font.

3 cm

3 cm

3 cm

Figure 2. Main Text (Starts from second page)