

# HOW TO PREPARE YOUR PAPER MANUSCRIPT FOR POSSIBLE PUBLICATION IN JJCIT

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## **ABSTRACT**

*This paper gives complete guidelines for authors submitting papers for the JJCIT.*

## **KEYWORDS**

*Mobile Telecommunications, Network Protocols, Wireless Network, Mobile Network.*

## **1. INTRODUCTION**

This document describes, and is written to conform to, author guidelines for Jordanian Journal of Computers and Information Technology (JJCIT). It is prepared in Microsoft Word as a .doc document. It is the only acceptable means of preparing manuscripts. Final camera-ready versions must conform to this layout too. Microsoft Word terminology is used where appropriate in this document. Although formatting instructions may often appear daunting, the simplest approach is to use this template and insert headings and text into it as appropriate.

## **2. FORMAT GUIDE**

The following formatting rules must be followed strictly. This (.doc) document may be used as a template for papers prepared using Microsoft Word. Papers not conforming to these requirements may not be published in JJCIT.

### **2.1. General Format, Page Layout and Margins**

Standard A4 (210mm x 297mm) portrait page set-up should be used. The left, right, top margins should be 25mm and bottom margins should be 15mm. Do not use any headers, footers or footnotes

### **2.2. Title**

The title is to be written in 20 pt. Garamond font, centred and using the bold and “Capital Caps” formats. There should be 18 pt. (paragraph) spacing after the last line.

### **2.3. Authors**

Author names are to be written in 13 pt. Times New Roman format, centred and followed by a 18 pt. paragraph spacing. If necessary, use superscripts to link individual authors with institutions as shown above. Author affiliations are to be written in 12 pt. Times New Roman, centred, with email addresses, in 10 pt. Courier New, on the line following

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## 2.4. Abstract

The Abstract section begins with the word, “Abstract” in 13 pt. Times New Roman, bold italics, “Capital Caps” font with a 6pt. spacing following. The abstract must not exceed 150 words in length in 10 pt. Times New Roman italics. The text must be fully justified, with a 12 pt. paragraph spacing following the last line.

## 2.5. Keywords

The Keywords section begins with the word, “Keywords” in 13 pt. Times New Roman, bold italics, “Capital Caps” font with a 6pt. spacing following. There may be up to five keywords (or short phrases) separated by commas and six spaces, in 10 pt. Times New Roman italics. An 18 pt. line spacing follows.

## 2.6. Section and Sub-Section Headings

Section headings are numbered 1. Xxx, 2. Yyy, etc. in 14 pt. bold “Small Caps” Times New Roman font with a 6 pt. line spacing following.

Subsection headings are numbered 1.1. Aaa, 1.2. Bbb, etc. in 12 pt. bold Times New Roman font with a 6pt line spacing following.

### 2.6.1 Further Subsections

Further sub-sectioning, if required, is indicated using 1.1.1. Qqq, etc. headings with 11 pt. bold Times New Roman font with a 6pt line spacing following.

## 2.7. Text

Main-body text is to written in fully (left and right) justified 11 pt. Times New Roman font with a 6pt. (paragraph) line spacing following the last line of each paragraph, but a 12pt. (paragraph) line spacing following the last paragraph. Do not indent paragraphs.

## 2.8. Figures and Tables

Table 1: Heading and text fonts.

Text	Alignment	Font	Followed by:
Title	Centre	20 pt. TNR, bold, capital-caps	24 pt. line sp.
Authors	Centre	13 pt. TNR	12 pt. line sp.
Addresses	Centre	12 pt. TNR	
emails	Centre	11 pt. italic TNR	18 pt. line sp. (last)
Abstract heading	Left	13 pt. bold italic TNR, capital caps	6 pt. line sp.
Abstract text	Left	10 pt. italic TNR	12 pt. line sp.
Keywords heading	Left	13 pt. bold italic TNR, capital caps	6 pt. line sp.
Keywords	Left, left, ..	10 pt. italic TNR	18 pt line sp.
Section headings	Left	14 pt. bold TNR, capital caps	6 pt. line sp.

Sub-section heads	Left	12 pt. bold TNR	6 pt. line sp.
Sub-sub-sections	Left	11 pt. bold TNR	6 pt. line sp.
Body text	Full (left/right)	11 pt. TNR	12 pt line sp. (last)
Figures	Centre		6 pt. line sp.
Figure captions	Centre	11 pt. TNR	12 pt. line sp.
References	Left	10 pt. TNR (as shown)	6 pt. line sp

All inserts, figures, diagrams, photographs and tables must be centre-aligned, clear and appropriate for black/white or greyscale reproduction.

Figures (e.g. Figure 1) must be numbered consecutively, 1, 2, etc., from start to finish of the paper, ignoring sections and subsections. Tables (e. g. Table 1) are also numbered consecutively, 1, 2, etc., from start to finish of the paper, ignoring sections and subsections, and independently from figures.

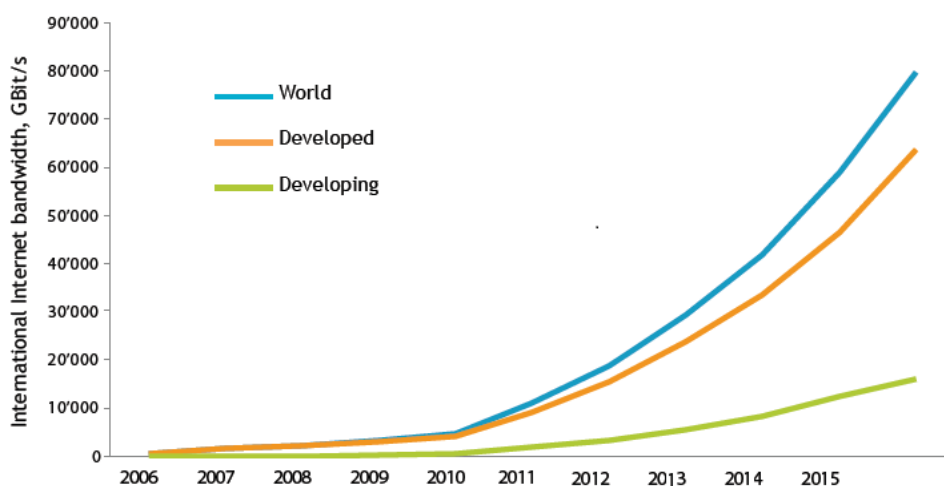


Figure 1: International internet bandwidth.

All figures, tables, etc. must have a caption, centre-justified in 11 pt. Times New Roman. Captions precede tables but follow figures. Tables and figures must appear as close to their point of reference as satisfactory formatting of the final document permits.

## 2.9. Acknowledgements

(unnumbered) acknowledgements section may be inserted if required.

## 2.10. References

References should be cited in the main text. The full references should be given as below (essentially IEEE format), in the order in which they are cited, in 10 pt. Times New Roman, with a 6pt spacing between each.

### 3. CONCLUSIONS

Papers in this format must not exceed twenty (16) pages in length. Papers should be submitted to the online submission site (<https://www.ejmanager.com/my/jjcit/>). Papers for initial consideration may be submitted in either .doc or .pdf format. Final, camera-ready versions should take into account referees' suggested amendments.

### ACKNOWLEDGEMENTS

The authors would like to thank everyone, just everyone!

### REFERENCES

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