How to prepare a manuscript for your presentation [14 p]

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1. General Instructions [9p]
Read the following guidelines carefully.
(1) **Title**: Bold, Center, 14-point Times font
(2) **Authors' names**: 9-point Times font. Initials or first names come before surnames. Arrange according to the respective affiliation. Each name should be followed by a superscript letter referring to the respective affiliation and delimited by a comma. (example: TaroTeion, Hanako Chodendo)
(3) **Affiliations**: Each preceded by a superscript letter, referring to the respective author's name(s). (example: Cryogenic Society of Japan)
(4) **Headings**: Bold, 9-point Times font
(5) **Text**: 9-point Times font
(6) **Columns**: double, and spacing 1 cm between columns
(7) **Tables** and **Figures** should be adjusted to one column or two columns width.

Notice: Write down your "program number" backside of the submitted manuscript with pencil. (example:C1-8)
"Program number" will be announced by e-mail after Oct. 15th.