

Title of Paper (14 point, Times New Roman, Bold, centered)

Author1 Name and Author2 Name (12 point, Bold, centered)

Author1 Affiliation/Author2 Affiliation, 10 point, Times New Roman, Italics, centered

Abstract

Place here a brief abstract of the paper. The paper must include an abstract, which should be a single paragraph and less than 500 words.

Keywords

Place here a brief list of keywords (no more than 5) that may be used to search for your paper. Mention the keywords “undergraduate/graduate (**choose one**) student poster” if the paper is a student poster.

Headings

Headings are used to separate major sections of the paper. All tables and graphs must be included in the body of the paper and referred to in the text. Since the paper is submitted in pdf format, the illustrations can be in color.

This template is to support the Final Paper Format Guidelines provided below. When preparing your paper, please use this template as it exists, including all the predefined styles and headings.

References

The preferred reference style is IEEE. See the *Citing Sources and the References* section in the Paper Formatting Guidelines below for more instructions.

- [1] L. Stein, “Random patterns,” in *Computers and You*, J. S. Brake, Ed. New York, NY, USA: Wiley, 1994, pp. 55–70.
- [2] A. Amador-Perez and R. A. Rodriguez-Solis, “Analysis of a CPW-fed annular slot ring antenna using DOE,” in *Proc. IEEE Antennas Propag. Soc. Int. Symp.*, Jul. 2006, pp. 4301–4304.

Name of the paper’s First Author

Please provide biographical data for the first author of the paper in this space. The biographical data should include academic credentials and current affiliation and may include information about teaching, research, and professional accomplishments. This section should be no more than 8 lines in length.

Name of the paper’s Second Author

Place the biographical data about the second author here. Include additional authors in the same format and manner.

FINAL PAPER FORMAT GUIDELINES

Formatting may be facilitated by modifying the above template to contain your paper. If you are not using the template, here are the detailed specifications for your final paper:

Header and Footer

1. *Header* – The header must be centered on the page. The font must be Times New Roman typeface, bold faced, with a 10 point font size. The header must include the **Conference Year** followed by **ASEE Midwest Section Conference** as shown in this template. If the template is used to create the paper, the header will be automatically included.
2. *Footer* – The footer must be centered on the page. The font must be Times New Roman typeface, bold faced, with a 10 point font size. The footer must include © **American Society for Engineering Education** followed by a comma and the **Conference Year** as shown in this template. If the template is used to create the paper, the footer will be automatically included.

Title Page (top of first page only)

1. *Title of Paper* – The title must be centered on the page with a one and one-half inch margin on the left and right. A Times New Roman typeface is required, bold faced, 14 point. For the paragraph settings, use single line spacing and a spacing of 12 points after the paragraph.
2. *Authors* – Author names must be centered on the page with a one and one-half inch margin on the left and right. A Times New Roman typeface is required, bold faced, 12 point. Use single spacing and a spacing of 0 points after.
3. *Author affiliation* – Author affiliations must be centered on the page with a one and one-half margin on the left and right. A Times New Roman typeface is required, italics, 10 point. Use single spacing and a spacing of 36 points after the paragraph.

Body of the Paper (beginning under the title information on the first page and continuing with all subsequent pages)

1. *First Page* – The paper will be in a one-column format with left justification. The left, right, and bottom margins must be one inch. A Times Roman typeface is required with a 12 point font size. For the paragraph settings, use single spacing and a spacing of 12 points after the paragraph.
2. *Second and All Subsequent Pages* – The left, right, top, and bottom margins must be one inch. A Times Roman typeface is required with a 12 point font size. For the paragraph settings, use single spacing and a spacing of 12 points after the paragraph.
3. *Headings* – For the headings, use a Times Roman typeface, bold faced, and a 12 point font size. Use lowercase lettering, capitalizing the first letter in the heading and the first letter of principal words. Headings must be left justified. For the paragraph settings, use single spacing and a spacing of 12 points after.
4. *Abstract and Keywords* – The Abstract and Keywords sections should have headings labeled “Abstract” and “Keywords” as illustrated in the template above. Formatting for the section headings is the same as described for Headings. Additional instructions for the Abstract and Keywords sections are provided in the template above.
5. *Page Numbering* – Do not number the pages.

6. Paper Length –

- a. **Full Papers****: Body must be at least 5 pages and a maximum of 15 pages
- b. **Short Papers**: Body must be at least 2 pages and a maximum of 4 pages (only include Introduction, Methods, Results and Summary sections)
- c. **Student Posters****: Body must be at least 2 pages and a maximum of 4 pages (mention “Undergraduate/Graduate **(Choose 1)** Student Poster” in keyword) excluding the poster.

Note: The page lengths are for the body of the paper and do not include the references, biographical information, and appendices)

Note: This year student papers are being clustered with full papers

Full Paper Requirement:

- All full papers must have a significant educational component.
- Student authored full papers, which do not have a significant educational component, will be transferred to the student poster category, and will become eligible for student poster awards.

Paper award information:

- All full papers, with a significant education component, will be eligible for main paper awards.
- Full papers with one student author as the first author will be further eligible for student paper awards.
- If a student is a first author, in the full paper, and it receives a main paper award, that paper will be excluded from the student paper awards.

**** Eligible for awards**

Citing Sources and the References Section

1. *References Section Heading* – The References section heading should be labeled “References” as illustrated in the template above. Formatting is the same as described above for Headings.
2. *IEEE citation style* includes in-text citations, numbered in square brackets, which refer to the full citation listed in the reference list at the end of the paper. The reference list is organized numerically, not alphabetically. For examples and more guidelines on IEEE Style, see [IEEE Citation Guidelines2.doc \(ieee-dataport.org\)](https://www.ieee-dataport.org/resources/citation-guidelines).
3. *The Basics: In-text Citing* – It is not necessary to mention an author's name, pages used, or date of publication in the in-text citation. Instead, refer to the source with a number in a square bracket, e.g. [1], that will then correspond to the full citation in your reference list.
 - Place bracketed citations within the line of text, before any punctuation, with a space before the first bracket.
 - Number your sources as you cite them in the paper. Once you have referred to a source and given it a number, continue to use that number as you cite that source throughout the paper.

- When citing multiple sources at once, the preferred method is to list each number separately, in its own brackets, using a comma or dash between numbers, as such: [1], [3], [5] or [1] - [5].

Here are some examples from the “IEEE Reference Guide” document in the University of Arkansas LibGuides:

Examples of in-text-citations:

- “...as shown by Brown [4], [5]”
 - “...as mentioned earlier [2], [4]–[7], [9]”
 - “...Smith [4] and Brown and Jones [5]...”
 - “...as demonstrated in [3]; according to [4] and [6]–[9].”
4. *Creating a Reference List* – The Reference List appears at the end of the full body of the paper and above the Biographical Information. The Reference List provides the full citations for all the references you have used in the body of the paper. List all references numerically in the order they have been cited within the paper and include the bracketed number at the beginning of each reference. Create a hanging indent for each reference with the bracketed numbers flush with the left side of the page. The hanging indent highlights the numerical sequence of your references.

Reference formatting for different resources (books, articles, conference proceedings, etc.) and several examples can be found in the “IEEE Reference Guide” document in the [IEEE Citation Guidelines2.doc \(ieee-dataport.org\)](#). “IEEE Conference Template” and “IEEE Editorial Style Manual for Authors” also contain some examples.

Biographical Information

1. Biographical information should be located below the References section. There should be a blank line between the last reference provided and the biographical information section. Additional information on the biographical information is provided in the template above.
2. *Author Name Headings* – Formatting for the author name headings should be the same as described above for headings.
3. *Biographical Information for each Author* – Times Roman typeface with a 12 point font size should be used for paragraphs containing biographical information. For the paragraph settings, use single spacing and a spacing of 12 points after the paragraph.