Technical Paper Guidelines

For Symposia, Conferences, Workshops
& Naval Engineers Journal

Revised April 2018
Thank you for your interest in submitting a technical paper to the American Society of Naval Engineers (ASNE) for a symposium, conference, workshop or the Naval Engineers Journal.

This document includes instructions for preparing and submitting a technical paper, including:

1. Technical Paper Guidelines
2. Layout Instructions & Sample Layout
3. ASNE Copyright Transfer & Release Form

The layout guidelines are suggested, not required. If your organization has a template for technical papers, you can submit your paper in that format.

Please note, you must provide a Word version of your paper in addition to a PDF if it’s accepted for publication in the Naval Engineers Journal.

If you have any questions regarding these technical paper guidelines, please contact the Chair of the ASNE symposium, conference or workshop you’re interested in or the Naval Engineers Journal Managing Editor.

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Technical Paper Guidelines

- Papers must be objective and completely free of advertising and commercialism. Use of company and product names should be avoided.
- The final draft paper turned in to the symposium, conference or workshop papers committee or ASNE’s publications department will be considered the final paper, ready for publication.
- Opportunities to review your paper prior to production of symposium proceedings will not be provided.
- Text of paper should be written in the third person, beginning with an Introduction and ending with a Conclusion.
- Figures (photographs, diagrams, charts, graphs, etc.), including all letters and numerals, must be submitted with all graphics placed properly in the text by the author as specified in the guidelines given by the technical papers committee. If the file is too large to email, please contact ASNE HQ to make arrangements to submit the completed file by ftp, CD or thumb drive.
- Figures are numbered with Arabic numerals followed by a brief caption (e.g. Figure 2. Combat System Data Flow), and are typeset under the figure. It is suggested that labeling of figures and tables be done in a sans serif font such as Arial or Helvetica.
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- ASNE uses Manuscript Central to manage the submission and review of technical papers for the Naval Engineers Journal. To submit a paper for review, go to: http://mc.manuscriptcentral.com/nej
Layout Instructions

HEADER

Author(s) Name(s):
  • Times New Roman 12
Paper Title:
  • Times New Roman 18

BODY LAYOUT

Columns:
  • Two columns preferred

Font Type and Size:
  • Subhead Text: Times New Roman Bold 14
  • Body Text: Times New Roman 11

Order of Content:
1. Abstract (Summarize principal points, between 200-300 words)
2. Introduction
3. Body Text and Figures*
4. Conclusion
5. References/Bibliography-APA format
6. Acknowledgements (Optional):
   • List those who contributed to or facilitated the project addressed by the paper but were not listed as an author.
7. Author Bios
   • Include a biography of each author who participated in the preparation of the paper. The principal author should be listed first.

* – Figures, graphs and pictures should be included in the paper where applicable. Please use Arial 10 as the font for figure caption. When submitting please submit as a Word (.docx or .doc).
ABSTRACT

Abstract

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INTRODUCTION

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Figure Caption

Figure 1: Description of Chart Above (2009)

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CONCLUSION


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