**GCETM 2014 Paper Formatting Guidelines**

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NO AUTHOR OR AFFILIATION INFORMATION IS TO BE INCLUDED FOR THE INITIAL SUBMISSION SINCE A DOUBLE-BLIND REVIEW PROCESS WILL BE USED.

**Abstract**

All papers must include an Abstract. Begin with the word Abstract immediately following the title block with one blank line in between. Use centered, 12 point, Times New Roman Bold text for this heading. Use 10 pt. Times New Roman font for the text of the abstract. There should be a single blank line between the heading and this text. The abstract should be fully justified and consist of a single paragraph **not exceeding 250 words**.

**Keywords**

Three to five keywords related to the main topic must be specified for all submissions. For example, Engineering management, operations management, human resources

## 1. Paper Size

Your paper should be formatted for 8 1/2" by 11" US standard paper format.

## 2. Page Layout

All papers must follow the following layout:

* 8 1/2" X 11" paper
* Top and bottom margins: 1.00"
* Left and right margins: 1.00"
* The first page header containing GCETM 2014 editors information (The one in this template can be used for all papers)
* Single-spacing in a single column
* Full text justification
* No footers or page numbers
* No indentation - use a single blank line to separate paragraphs
* **Maximum of 10 total pages** (including any figures and tables).

## 3. Paper Title and Author Data

The following Information should be placed at the top of the first page:

* Paper title: 16 point Times New Roman bold, centered
* Author listing: 12 pt. Times New Roman, bold, centered Author names; department or college; university or company; city, state and zip, country. Authors with the same affiliation must be grouped together on the same line with affiliation information following in a single block. An example is shown above.

## 4. Text Sections and Headings

## 4.1 Text Sections and Headings

Text should be organized into sections and subsections, with an Introduction and a Conclusions section being advisable. A single line should separate paragraphs; no indentation should be used. Font guidelines are as follows:

* Section Headings: Numbered, 12 point, bold, Upper and Lower Case, left-justified; leave one blank line above only.
* Section Sub-headings: Numbered, 10 point, bold, Upper and Lower Case, left-justified; leave one blank line above only.
* Regular text: 10 pt. Times New Roman, full justified, with a single line between paragraphs.

## 4.2 Bullets

Bullet guidelines are as follows:

* First level bullet.
* Second level bullet.
	+ Third level bullet.

## 5. Figures, Tables, and Their Captions

Tables and figures should be included in the main text (see Figure 1 and Table 1), as close to the point of their introduction as possible. It is noted that figure and table numbering should be independent. Captions guidelines are as follows:

* Figure captions: 10 point Times New Roman, centered; place below the figure, leave one blank line above and below. For example, see Figure 1 below.
* Table caption: 10 pt. Times New Roman, centered; place above the table, leave one blank line above only. For example, see Table 1 below.



Figure 1: Example figure for demonstration

This is an example paragraph to demonstrate the guidelines for the figure and table captions.

Table 1: Example table for demonstration

|  |  |  |  |
| --- | --- | --- | --- |
| Constructs constrained | df | χ2 | Δχ2 |
| None | 406 | 1035 | - |
| Behavioral intention to use – Perceived security | 407 | 1352 | 317 |
| Behavioral intention to use – Perceived usefulness | 407 | 1152 | 117 |
| Behavioral intention to use - Perceived ease of use | 407 | 1243 | 208 |
| Behavioral intention to use – Perceived enjoyment | 407 | 1140 | 105 |
| Behavioral intention to use – Subjective norms | 407 | 1343 | 308 |
| Behavioral intention to use – Personal innovativeness | 407 | 1368 | 333 |
| Behavioral intention to use – Computer self-efficacy | 407 | 1086 | 51 |
| Perceived ease of use - Perceived enjoyment | 407 | 1207 | 172 |
| Perceived ease of use – Perceived security | 407 | 1466 | 431 |
| Perceived ease of use – Subjective norms | 407 | 1431 | 396 |
| Perceived ease of use – Personal innovativeness | 407 | 1305 | 270 |
| Perceived ease of use – Computer self-efficacy | 407 | 1415 | 380 |
| Subjective norms – Personal innovativeness | 407 | 1498 | 463 |
| Subjective norms – Computer self-efficacy | 407 | 1494 | 459 |
| Personal innovativeness – Computer self-efficacy | 407 | 1718 | 683 |

## 6. Equations

Equations should be centered and numbered, with the number in parentheses, positioned flush to the right margin. Preferably, they should be prepared with an Equation Writer. See Equation (1) below for the demonstration.

  (1)

## 7. Page Numbers

No page numbers should appear on the paper and submit in Microsoft Word document format.

## Acknowledgements

Acknowledgement of funding support and/or any other kind of assistance should be contained in an "Acknowledgements" section (this section should have no section number), located immediately before the "References" section.

## Reference Style

**Text:** Citations in the text should follow the referencing style used by the American Psychological Association. You are referred to the Publication Manual of the American Psychological Association, Sixth Edition, ISBN 978-1-4338-0561-5, copies of which may be ordered from <http://books.apa.org/books.cfm?id=4200067> or APA Order Dept., P.O.B. 2710, Hyattsville, MD 20784, USA or APA, 3 Henrietta Street, London, WC3E 8LU, UK.

A sample paragraph is provided below:

Perceived usefulness is “the degree to which a person believes that using a particular system would enhance his or her performance” (Davis, 1989). In the TAM, perceived usefulness and perceived ease of use are the two important determinants of behavioral intention to use (Davis, 1989). Health-care professionals find PDAs useful in their work because using PDAs as medical tools improves the quality of their work so that it helps them to increase their job performance (Yi et al., 2006). The key point at point-of-care is the speed of delivery of the medical information. Health-care professionals need to reach the information within seconds to make a proper decision in a clinical practice (Dale & LeFlore, 2007). Hence, physicians may prefer to use a PDA according to contribution of its usage to their performance. In TAM, it is theorized that there is a positive relationship between perceived usefulness and behavioral intention to use (Davis, 1989; Davis et al., 1989). Furthermore, there are several studies that confirm the significant effect of perceived usefulness on behavioral intention to use (Adiguzel et al., 2011; Arenas-Gaitan et al., 2011; Braun, 2013; De Grove et al., 2012; Kowatsch & Maass, 2010; Lee et al., 2011; Wu et al., 2011). Therefore, we hypothesize as follows:

H1: Perceived usefulness will have a positive effect on behavioral intention to use.

**List:** references should be arranged first alphabetically and then further sorted chronologically if necessary. More than one reference from the same author(s) in the same year must be identified by the letters 'a', 'b', 'c', etc., placed after the year of publication.

Examples:
Reference to a journal publication:
Van der Geer, J., Hanraads, J. A. J., & Lupton, R. A. (2010). The art of writing a scientific article. Journal of Scientific Communications, 163, 51–59.

Reference to a book:
Strunk, W., Jr., & White, E. B. (2000). The elements of style. (4th ed.). New York: Longman, (Chapter 4).

Reference to a chapter in an edited book:
Mettam, G. R., & Adams, L. B. (2009). How to prepare an electronic version of your article. In B. S. Jones, & R. Z. Smith (Eds.), Introduction to the electronic age (pp. 281–304). New York: E-Publishing Inc.

# References

Adiguzel, T., Capraro, R. M., & Wilson, V. L. (2011). An examination of teacher acceptance of handheld computers. *International Journal of Special Education, 26*(3), 12–27.

Ajzen, I., & Fishbein, M. (1980). *Understanding attitudes and predicting social behavior*. Upper Saddle River, NJ: Prentice-Hall.

Carroll, A. E., & Christakis, D. A, (2003). Pediatricians and personal digital assistants: What type are they using? In *Proceedings of AMIA Symposium.*  130–4.

Davis, F. D. (1989). Perceived usefulness, perceived ease of use, and user acceptance of information technology. *MIS Quarterly*, *13*(3), 319–340.

Diamantopoulos, A., & Siguaw, J.A. (2000). *Introducing LISREL A guide for the uninitiated*, Sage Publications Ltd., London.

Domina, T., Lee, S. E., & MacGillivray, M. (2012). Understanding factors affecting consumer intention to shop in a virtual world. *Journal of Retailing and Consumer Services*, *19*(6), 613–620.

Venkatesh, V., & Davis, F. D. (2000). A theoretical extension of the technology acceptance model: Four longitudinal field studies. *Management Science*, *46*(2), 186–204.

Yi, M. Y., Jackson, J. D., Park, J. S., & Probst, J. C. (2006). Understanding information technology acceptance by individual professionals: Toward an integrative view. *Information & Management*, *43*(3), 350–363.

Yousafzai, S. Y., Pallister, J. G., & Foxall, G. R. (2003). A proposed model of e-trust for electronic banking. *Technovation*, *23*(11), 847–860.

Zhang, L., Zhu, J., & Liu, Q. (2012). A meta-analysis of mobile commerce adoption and the moderating effect of culture. *Computers in Human Behavior*, *28*(5), 1902–1911.

# Biography

Include author bio(s) of 150 words or less.

**John Doe** serves as Professor of Industrial Engineering and Management at Oklahoma State University. He is active in both research and applications associated with production systems. On the applications side, he is the Director of the Oklahoma Industrial Assessment Center, which works with manufacturers in Oklahoma. His research interests are focused on process analysis and modeling regarding quality, reliability, and productivity, to gain and hold competitive advantage.

**Fethi Calisir** is a Professor of Industrial Engineering at Istanbul Technical University. He graduated with a BS from Istanbul Technical University in 1989, a MS from the University of Miami in 1993, and a PhD from Purdue University in Industrial Engineering in 1996. His current research interests include IT Project Management, Software Usability, and Human Computer Interaction. His research papers have appeared in Computers in Human Behavior, Computers & Industrial Engineering, Total Quality Management, Accident Analysis & Prevention, Technovation, Managing Service Quality, International Journal of Information Management, Management Research News, and Internet Research.

If you have comments or questions about this formatting guidelines or GCETM 2014, please contact the GCETM 2014 Conference Chair – Fethi Calisir (calisirfet@itu.edu.tr).

Thank you!