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- **Length:** A full length paper or review including figures and tables should not normally exceed 16 pages.
- **Format:** The main divisions are suggested to be arranged as follows: 1. Title page (containing: article, title, author (s), affiliation (s), and corresponding author's address, phone number, fax number and email address); 2. Abstract (of 200 words or less); 3. Keywords (of 4 or less); 4. Main text (containing: introduction, methods of solution, results and discussion, conclusion); 5. Acknowledgements; 6. Appendices; 7. Nomenclature; 8. References. Abstracts are not required for short papers.
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1. Brown, H. E., Amstead, B. H. and Short, E., "Temperature and Velocity Distribution and Transfer of Heat in a Liquid Metal," *Journal of Heat Transfer*, **79**, pp. 279-285 (1957).
2. Zienkiewicz, O. C., *The Finite Element Method*, 3rd Edition, McGraw-Hill, Maiden Head, England, pp. 45-48 (1977).
3. Zengerle, R., Richter, A. and Sandmaier, H., "A Micro Membrane Pump with Electrostatic Actuation," *Proceedings of Micro Electro Mechanical Systems Conference*, Germany (1992).
4. Kobayashi, H., "Optimization of Elastic Structure," M. S. Thesis, Department of Aeronautics and Astronautics, Massachusetts Institute of Technology, Massachusetts, U.S.A. (1972).

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