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|  | International review for spatial planning and sustainable development, in press  ISSN: 2187-3666 (online)  DOI: http://dx.doi.org/10.14246/irspsd.n.n\_n  Copyright@SPSD Press from 2010, SPSD Press, Kanazawa |
| Add “Meeting VR” before your manuscript title | |
| Potential public policies on spatial planning for sustainable urban forms A Case Study using SubtitleEn style | |
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| 1 School of EnvironmentalDesign, Kanazawa University using AffiliationEn style, ORCID: 0000-0000-0000-0000  2 Another University using AffiliationEn style, ORCID: 0000-0000-0000-0000  \* Corresponding Author, Email: aa@bb  You should delete author information in the main text, and upload a title page in the Scholarone system when you submit. | |

Keywords: Design & Decision Support Systems, Conference, Paper-formatting instructions, Using KyewordEn style

Abstract: In this template file as introduction for the format of this journal. All content should follow the suggested AbstractEn style.

# Paper size, Font, and number of Pages

## The KAP menu

You can start a new document based on the IRSPSD template.doc.

## Paper size

You can select A4 or US Letter sized paper. *For A4* this leads to the following margins: top 2.3 cm; bottom 2.5 cm; left 2 cm; right 7 cm; gutter 0cm; header distance 1.4 cm; and footer distance 7.53 cm. The remaining text area is thus 12 cm wide and 19.7 cm high.

## Font for normal text

All text should be formatted using the styles that are predefined in the template. Use the Normal style for normal text, which is in 11 pt Times New Roman. Text is left and right justified. The first line of each paragraph indents 0.53 cm. Do not use blank lines between paragraphs.

For the abstract the style ‘AbstractEn’ should be applied, which available in styles library.

For the keywords the style ‘KeywordEn’ should be applied, which available in styles library.



## Number of pages

Your paper should have 5000 to 8000 words. The paper should be no more than 8000 words, and no more than 18 pages.

## Page headers

On the odd (right) pages, the author’s name of your paper will be inserted.

# Title, Authors and Affiliations

Title and subtitle should be formatted with the styles ‘TitleEn’ and ‘SubtitleEn’ available in the template.

Authors and Affiliations should be formatted with the styles ‘AuthorEn’ and ‘AffiliationEn’ available in the template.

All authors should be included at the top of the paper in one paragraph, i.e. without paragraph-breaks or line-breaks. If authors have an affiliation that differs from that of the first author, this can be indicated using superscripted numbers, as is done in this example (you will have to add these numbers manually after closing the document details dialog box). The various affiliations can be separated using line-breaks (shift-enter).

# headings 1 used in your paper

## Headings 2 used here

Headings in your paper should be created using the predefined heading styles in the template. Generally, headings 1 to 3 should be used, heading 4 only when you really need it, and headings 5 and further should be avoided. All headings use Times New Roman, bold.

Heading 1 is in 13 pt font, using all capitals in bold. For exact details, such as the line-spacing before and after headings, please see Table 1.

## Heading 2

Heading 2 is also in 13 pt font, bold, but not all capitals.

### Heading 3

Heading 3 is in 11 pt font, bold, again not all capitals.

#### Heading 4

Heading 4, if you really insist on using it, is similar to heading 3 but just adds another level to your numbering.

# Figures and Tables

## Figures

Pictures should be horizontally centred on the page, with a caption in 9 pt font below the figure, starting with *Figure n*.



Figure 1. This is a white picture that should be on one-line one-picture

Pictures can be vertically inserted in between paragraphs, aligning on top or bottom of the page is not necessary.

## Tables

The table below is an example. The caption is placed above the table in 9 pt font, starting with *Table n*.

Table 1. Styles in the CF2001 template

| Style name | Style format |
| --- | --- |
| Abstract | small + Indent: Hanging 55 pt Flush left, Space After 13 pt |
| Affiliation | Font: Times New Roman, 9 pt, Italic, (no proofing), Flush left, Line Spacing Exactly 11 pt, Space After 26 pt, Widow/Orphan Control |
| Appendix | small + Indent: First 12 pt |
| Author | Font: Times New Roman, 11 pt, (no proofing), Flush left, Line Spacing Exactly 13 pt, Space Before 24 pt, Widow/Orphan Control |
| BlockQuote | Normal + Indent: Left 15 pt First 0 pt, Space Before 6 pt After 7 pt |
| capLabel | Default Paragraph Font + Italic, Not Superscript/ Subscript |
| Caption | small + |
| ChapterNo | Normal + Font: 15 pt, (no proofing), Indent: First 0 pt Flush left, Line Spacing Exactly 17 pt, Space Before 57 pt After 13 pt |
| CN | ChapterNo + |
| Endnote Reference | Default Paragraph Font + Superscript |
| Endnote Text | small + Indent: Hanging 12 pt |
| Equation | Normal + Indent: Left 18 pt First 0 pt, Line Spacing Single, Space Before 13 pt After 13 pt, Tab stops: 335 pt Right Flush |
| Figure | Normal + Indent: First 0 pt Centered, Line Spacing Single, Space Before 13 pt After 13 pt, Keep With Next |
| Footer | Normal + Centered |
| Footnote Reference | Default Paragraph Font + Font: Times New Roman, 9 pt, Superscript |
| Footnote Text | small + Indent: Hanging 12 pt |
| Header | Normal + Italic, (no proofing), Indent: First 0 pt Flush left |
| Heading 1 | Normal + Font: 13 pt, Bold, All Caps, Kern at 11 pt, Indent: Hanging 45 pt Flush left, Line Spacing Exactly 15 pt, Space Before 26 pt After 13 pt, Keep With Next, Keep Lines Together, Auto Numbering |
| Heading 2 | Normal + Font: 13 pt, Bold, Indent: Hanging 45 pt Flush left, Line Spacing Exactly 15 pt, Space Before 13 pt After 13 pt, Keep With Next, Keep Lines Together, Auto Numbering |
| Heading 3 | Normal + Bold, Kern at 11 pt, Indent: Hanging 45 pt Flush left, Space Before 13 pt After 13 pt, Keep With Next, Keep Lines Together, Auto Numbering |
| Heading 4 | Normal + Bold, Kern at 10 pt, Indent: Hanging 50 pt Flush left, Space Before 13 pt, Keep With Next, Keep Lines Together, Auto Numbering |
| Heading 5 | Heading 4 + Auto Numbering |
| Heading 6 | Heading 4 + Auto Numbering |
| Heading 7 | Heading 4 + Auto Numbering |
| Heading 8 | Heading 4 + Auto Numbering |
| Heading 9 | Heading 4 + Auto Numbering |
| HeadingMath | Normal + Small Caps, Indent: First 0 pt Flush left, Space Before 13 pt, Keep With Next |
| HeadingOther | Heading 1 + No Numbering |
| LISTalph | Normal + Indent: Hanging 15 pt Flush left, Auto Numbering |
| LISTdash | LISTalph + Bullet |
| LISTnum | Normal + Indent: Hanging 15 pt Flush left, Auto Numbering |
| Macro Text | Font: Courier New, 9 pt, English (UK), Flush left, Line Spacing Exactly 12 pt, Tab stops: 24 pt, 48 pt, 72 pt, 96 pt, 120 pt, 144 pt, 168 pt, 192 pt, 216 pt |
| Motto | small + Indent: Left 77.95 pt Flush Right, Space Before 18 pt After 18 pt |
| Normal | Font: Times New Roman, 11 pt, English (UK), Indent: First 15 pt Justified, Line Spacing Exactly 13 pt, Widow/Orphan Control |
| Notes | small + Indent: Hanging 12 pt |
| References | small + Indent: Hanging 12 pt Flush left |
| small | Normal + Font: 9 pt, Indent: First 0 pt, Line Spacing Exactly 11 pt |
| Subtitle | Normal + Font: 13 pt, Italic, (no proofing), Indent: First 0 pt Flush left, Line Spacing Exactly 15 pt |
| Table | small + Flush left |
| Title | Normal + Font: 15 pt, Bold, (no proofing), Indent: First 0 pt Flush left, Line Spacing Exactly 17 pt |

# References

References must follow the author-date style as outlined with examples below. References should be formatted using the style ‘ReferencesEn’.

The references are in 9 pt font. Authors are mentioned with surname first, then initials. The year follows the authors, within bracket. Titles of books, proceedings, and journals are italicised, titles of articles and papers are in quotes. There is no extra space between lines of references, but the second and following lines are indented 0.42 cm. When relevant, page numbers are added at the end.

In the text, the references should be in parentheses ([Author and Otherauthor (2000)](#Author)). Append a lowercase letter to the year to distinguish between multiple publications from the same authors in the same year (e.g. 1999a, 1999b, etc.). In case of more than two authors, use this format: ([Westman, Eastman, et al. (1999a).](#Westman_1999a)).

# Author Contributions

Conceptualization, A.S., E.D.G. and G.F.; methodology, A.S., E.D.G. and G.F.; software, A.S. and G.F.; investigation, A.S.; resources, G.F.; data curation, A.S.; writing—original draft preparation, A.S., E.D.G. and G.F.; writing—review and editing, A.S., E.D.G., S.A. and G.F.; supervision, E.D.G. and G.F. All authors have read and agreed to the published version of the manuscript.

# ETHICS DECLARATION

The authors declare that they have no conflicts of interest regarding the publication of the paper.

# acknowledgement

Acknowledgement should be formatted with the styles ‘AcknowledgementEn’ which available in the template.

# FUNDING

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# References

Author, I.M. and Otherauthor, A.N. (2000). Title of a book in italics using ReferencesEn style, Publisher, City.

Westman, A.B., Eastman, C.M., et al. (1999a). “Title of an article in quotes”, Journal name in italics, 23(4), 2-42.

Westman, A.B., Eastman, C.M., et al. (1999b). “Title of a chapter or paper in a book also in quotes”, in: Augenbroe and Eastman (eds.), Computers in Building: Proceedings of CAAD Futures ’99, Atlanta, USA, Kluwer Academic Publishers, Boston, 399-423.