

Title of the Paper for Conference Presentation – Use the ‘Title’ style
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&
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Abstract – use the ‘Heading 1’ style for all headings

Use the ‘Main Text Body’ style for all sections. This a quick way to apply the correct style (format) and can be found on the “Home” tab – about half way across the ribbon.

This is the text of the abstract. Like the text in the paper, it must be in Times New Roman, 12-point font and fully justified, which is aligned both left and right. Single space all text and place an additional line between paragraphs. Do not indent paragraphs.

The abstract will be the only section on the title page and the only heading that is centered. The abstract should serve as a stand-alone summary of the paper. It must be brief and concise in order to present to the reader a general summary of the paper.

The title should use upper- and lowercase letters (**not all capitalized**), no more than ten words in length and centered on the top line of the title page. All words less than four letters will usually begin with a lowercase letter. The title, as well as all following paper headings, should be 12-point Arial or Helvetica font. The title and headings may be bold, but not underlined or numbered. Below the title, the author(s) should appear with only name, company or affiliation, and credentials. Contact information should not be included, but state or country location may be.

While the abstract serves as the attention getter, it is vital that the body of the paper is organized and coherent. The paper margins are .75-inches for the top, left and right, and 1.25 inches for the bottom.

Avoid commercialism and company logos. If a certain product, method or software is used, mention the name in the first reference and use general references following. For example, “Electronic delay detonators were applied in the blasting design. This system improves timing accuracy and fragmentation control in surface mining operations.”

The full length of the paper should be between 8 to 10 pages; do not include page numbers on any of the pages. The official language of the conference is English. **Papers must be written in comprehensible English**. Authors are encouraged to seek editors or coauthors to assist. This template, along with other provided guidelines, may be used by authors submitting papers to the conference.

Introduction

The first heading will typically serve as an introduction to the paper and must quickly establish the purpose of the study. Like all the subsequent headings, it will be justified left and in Arial or Helvetica, 12-point font. The heading may be bold, but not underlined or numbered; for example, “1.0 Introduction.”

Do not skip a line between the heading and the body text, but there must be a blank line between all paragraphs. Skip a line between the end of text in one heading section and the beginning of another. Subsequent headings have a similar format. This provides necessary white space for visual appeal. The body text is Times New Roman, 12-point font and should be of consistent voice, preferably active and not passive, and tense, present or past is acceptable.

Example for active (action on the subject) and passive (action on the target) voice:

Active voice: The researchers programmed the seismograph.

Passive voice: The seismograph was programmed by the researchers.

Headings Continued

The following headings must be arranged in a logical order. While the first heading serves as an introduction, subsequent headings must support the research in a reasonable manner. Papers are typically arranged as Introduction, Methodology, Results, Analysis, Conclusion. This can be edited as appropriate for your paper.

Now that headings have been explained, this paper will outline proper use of figures and tables.

Figures

Figures should be numbered and referred to by that number in the text, but should not repeat verbatim the caption. Do not place all figures at the end of the document; insert them at the point of reference. Remember to pay attention to the font of the caption as it should be centered, 12-point, **bold**, Times New Roman. Use the ‘Caption’ style for them and place below the figure. Use the ‘insert caption’ function under the ‘references’ tab at the top. See Figure 1 of the Bench blasting showing rock fragmentation for an example.



Figure 1. Bench blasting showing rock fragmentation.

Tables

Tables are used to display data and identify statistical trends. Tables should be centered and can be captioned just like figures and should be numbered as well. Use the ‘Caption’ style for them and place above the table. Table 1 shows Mine Safety and Health Administration (MSHA) statistics of the most prevalent violations for surface coal operations.

Table 1. Top 20 violations for surface coal in 2012.

<http://www.msha.gov/stats/top20viols/top20viols.asp>

Rank	# of Viols.	Percent *	Standard
1	1,008	11.93%	77.1606(c)
2	837	9.90%	77.1104
3	794	9.39%	77.404(a)
4	437	5.17%	77.1605(d)
5	373	4.41%	77.1110
6	287	3.40%	77.1605(b)
7	268	3.17%	77.410(c)
8	228	2.70%	77.1000
9	218	2.58%	77.502
10	168	1.99%	77.1605(k)
11	159	1.88%	77.1606(a)
12	144	1.70%	77.400(a)
13	133	1.57%	77.1605(a)
14	123	1.46%	77.205(a)
15	116	1.37%	77.1109(c)(1)
16	92	1.09%	72.620
17	87	1.03%	77.410(a)(1)
18	81	0.96%	77.205(b)
19	71	0.84%	77.1713(a)
20	59	0.70%	71.208(a)

Equations, Units and Calculations

All calculations and measurements must use both metric and imperial (U.S.) units. An exception to this rule is explosive density, which is understood to be reported as “grams per cubic centimeter, g/cm^3 .” Authors are responsible for ensuring conversions are correct. Equations must be numbered in order of use, cited if necessary, and have any uncommon proofs included. They may be in standard body text. Additionally, all variables must be identified. Below is an example of using an equation in a paper, you can use the ‘Equation’ style to right align your equations and number. Tab between the equation and numbering to provide space as below.

“A variation of the scaled distance formula, shown as Equation 1, is used to estimate the maximum charge weight per delay interval.”

$$W=(R/SD)^2 \qquad \text{Equation 1}$$

Where:

W = charge weight per 8 millisecond delay (lbs) (kg)

R = distance from the blast site to the nearest protected structure (ft) (m)

SD = scaled distance factor from U.S. Office of Surface Mining.

Conclusion and Future Work

All papers must have a conclusion. This will sometimes be a statement of explanation of the findings, and will generally recommend future research. The conclusion will again summarize the paper’s intent and provide for the reader a distinct close. The text will be Times New Roman, 12-point font same as other body text using the ‘Main Text’ style.

Acknowledgements

This section is intended to acknowledge people and entities that assisted with the paper or research. It is generally written in a paragraph format. The heading must follow the guidelines for all other headings within the paper.

References

Refer to standard academic referencing guidelines. This guideline provides instructions for preparing references and in-text citations (parenthetical style) using standard word processing tools. The recommended format follows APA 7th edition style. An example is provided below.

“In-text citation, according to Smith, is essential in acknowledging the original contributor’s genuine ideas (Smith, 2026).”

References

Smith, J. (2026). Advances in drilling and blasting engineering practices. *Proceedings of the International Drill and Blast Conference* (pp. 1–5). Yogyakarta: Indonesia Blasting Engineers Society.