

ASEANSafe2025 Proceeding Title

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ABSTRACT:

The proceeding template was modified in MS Word and saved as a native format file (.docx). The file must be saved in the format of the word processor used. The text should be in a single-column format. All proceeding should be written in the English language on portrait A4 papers (210mm × 297mm) and the page must be formatted using 2.54 (1.0") margins. The abstract should briefly state the purpose of the research, the principal results, and major conclusions. An abstract is often presented separately from the article; therefore, it must be able to stand alone. Also, references and non-standard, or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself. The abstract does not exceed 400 words in length. It should be in Cambria 11 pt. and justify alignment. A general guideline for abstract preparation is 1. Introduction: Explain the topic's importance and the objective(s) of your work. 2. Materials and Methods: State what was done and how it was done. 3. Results: A summary of the main findings. Abstracts without any results will not be considered. 4. Conclusion: Indicate the significance and application of the research findings. Full papers are expected to be 6-8 pages in length. Please use this template as a template for your paper and do not change the structure of the template. Please refer to the format detail given below.

KEYWORDS:

Keyword texts should be in 11 pt Cambria, not capitalized, and a maximum of 5 keywords. Use commas (,) to separate each keyword. Keywords should be American spelling for the English version and avoid general and plural terms and multiple concepts (avoid, for example, 'and', 'of'). Be sparing with abbreviations: only abbreviations firmly established in the field may be eligible.

1. INTRODUCTION (*Heading 1*)

Review pertinent work, cite key references, and explain the importance of the research. State the objectives of the work and provide an adequate background, avoiding a detailed literature survey or a summary of the results. References in the text should be numbered in the order of their appearance and enclosed with square brackets before punctuation—e.g., [1] or [2,3], or [4–6].

1.1 *Page Setup of a Manuscript (Heading 2)*

Page formatting should set the margins to those shown in Table 1. Do not use any personal headers or footers or change those present in this template.

Table 1. Article formats reference

Properties	Size	Unit
Margins Top	2.54	Cm
Margins Bottom	2.54	Cm
Margins Left	2.54	Cm
Margins Right	2.54	Cm
Gutter	0	Cm
Header	1.25	Cm
Footer	1.25	Cm

2.1 *Fonts, Styles, Paragraphs, and Formats*

The paper title should be in Cambria 18 pt bold, left alignment, single space, please use initial capital letters; do not capitalize articles (like “the”), coordinate conjunctions (“and”), and prepositions (“of”, “in”). Titles are often used in information-retrieval systems. Avoid symbols, special characters, footnotes, abbreviations, or mathematic components.

Name/s and surname of author/s in Cambria 10 pt regular, left alignment, single space, 0 pt before and 0 pt after, separating each other with a comma (,). Superscripts authors’ affiliations above the name. The presenter should be **bold** and underlined, the corresponding author should be marked with an asterisk*

The affiliation is Cambria 9 pt, left alignment, single space, 0 pt before and 0 pt after. Individual affiliations are separated by pressing ‘Enter’ if there is more than 1 affiliation, and each affiliation should be in its line and number. Indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. Contact information for the corresponding author, including full name, complete mailing address, telephone, fax, and e-mail address. Contact details must be kept up to date by the corresponding author.

The main heading of the article normally consists of 5 parts: introduction, material and method, result and discussion, conclusion, and reference. The main heading should be numbered, initial capital letter, 0 cm indent using the style “Heading 1” (11 pt Cambria, bold, single space, 24 pt before and 6 pt after). Subheading or subsection heading should be typed flush to the left with initial capitals letter and numbered according to its main heading. The subheading should be in style “Heading 2” (11 pt Cambria, bold, single space, number list, 0 cm indent with special: hanging by 1.27 cm, 11 pt before and 6 pt after).

All paragraphs after the abstract section should not be indented except the first line which Indented by 1.27 cm. Oversized figures, tables, or equations may be flushed to the left with 0 indents (See Figure 2., Table 2., and Equation 2). The paragraph spacing for new paragraphs with no main heading or subheading should be 11 pt before and 0 pt after.

2. MATERIAL AND METHODS

Material and methods: Provide sufficient detail to allow the work to be reproduced. Methods already published should be indicated by a reference: only relevant modifications should be described. Trade names should be avoided in defining products whenever possible. If naming a product trade name cannot be avoided, the trade names of other like products also should be mentioned, and the first use should be accompanied by the superscript symbol, e.g., [™] or ®, followed in parentheses by the owner's name. If a product trade name is used, it is imperative that the product can be described in sufficient detail so that professionally trained readers will understand the nature of the product. Do not use trade names in titles. The mention of critical, especially novel, supplies,

and pieces of equipment ought to be followed, in parenthesis, by name of manufacturer or provider, and on the first mention only, city, state/province, and country (such as Sigma-Aldrich Corp., St. Louis, Mo., U.S.A.).

3. RESULTS AND DISCUSSION

A combined Results and Discussion section is often appropriate. Present and discuss results concisely using figures and tables as needed. Do not present the same information in figures and tables. Results should be clear and concise, while the discussion should explore the significance of the results of the work and indicate what new information is contributed by the present study. Avoid extensive citations and discussion of published literature.

The bulleted list should be in a single space, 0.95 cm left indent, 0 pt before, and 11 pt after (See below)

- First bulleted list
- Second bulleted list
- Third bulleted list

The numbered list should be in a single space, 0.95 cm left indent 0 pt before, and 11 pt after (See below)

1. First list
2. Second list
3. Third list

The text continues here.

3.1 *Figures and Tables*

All figures and tables should be cited in the main text as Figure 1, Table 1, etc., and should be placed in the main text near to the first time they are cited. All figures and tables should be center alignment (See Figure 1-2 and Table 1-2).



Figure 1. The title of the figure comes after the illustration. It should be in Cambria 11 pt, justified alignment, 6 pt before, and 6 pt after.

If there are multiple panels, they should be labeled with a letter in the bracket followed by their description e.g., “(a) a description of what is contained in the first panel”, and “(b) a description of what is contained in the second panel”.

Table 2. Table captions should be in Cambria 11 pt, justified alignment, 11 pt before, and 6 pt after.

Title	Title	Activity	Deadline	Title	Title
data	1	Abstract	1-28 Feb	.	Aa
		First notification	15 March	.	Bb
	2	Final notification	22 March	.	Cc
		Final notification	10 May	.	Dd
data	3	Cancellation (100%)	12 May	.	F
	4	Cancellation (50%)	15 May	.	Gg

*Table may have a footer in Cambria 10 pt.

3.2 *Mathematical Components*

It is recommended to format equations using tables. Each equation should be in a separate line, center alignment, and numbered consecutively in brackets starting from 1. Equations should be in Cambria Math 11 pt, and paragraph spacing should be 6 pt before and after. Indentation for long equations can be 0 cm from the left (see Equation (1)-(2)).

$$F = a + b\beta \quad (1)$$

$$a + b + c + d + e + f + g + h^i \frac{j}{k} + l + m + n + o + p + q + r + s = x - \frac{y}{\gamma} \quad (2)$$

4. CONCLUSIONS

Conclusions of the study may be presented in a brief conclusions section (not a summary) without references.

4.1 *More useful information*

Please, upload your paper to the conference website under the “Call for Paper & Submissions” menu. Manuscripts sent by e-mail will not be handled. For more information, please contact FIACHelpdesk@gmail.com

5. NOMENCLATURE

A	specific surface area	m ² m ⁻³
X	length co-ordinate	m

6. ACKNOWLEDGEMENTS

Acknowledgment is the list of 1. sources of financial or material support, 2. the names of individuals whose contributions were significant but not deserving of authorship, and 3. journal series numbers. Acknowledgment of an employer's permission to publish will not be printed.

7. REFERENCES

List only those references cited in the text. Please ensure that every reference cited in the text is also present in the reference list (and vice versa). At the end of the manuscript, list the references in the order they appear in the text. Please do not abbreviate journal titles. The manuscript should be carefully checked to ensure that the spelling of the author's names and dates are the same in the

text as in the reference list. References with a bibliography software package, such as EndNote, ReferenceManager, or Zotero are recommended. Include the digital object identifier (DOI) for all references where available. Format of the references should be in a numbered list, single space, and left alignment with an APA 7th edition style see below [1]:

Journal:

Edwards, A. A., Steacy, L. M., Siegelman, N., Rigobon, V. M., Kearns, D. M., Rueckl, J. G., & Compton, D. L. (2022). Unpacking the unique relationship between set for variability and word reading development: Examining word- and child-level predictors of performance. *Journal of Educational Psychology*, 114(6), 1242–1256.
<https://doi.org/10.1037/edu0000696>

Book:

Kaufman, K. A., Glass, C. R., & Pineau, T. R. (2018). Mindful sports performance enhancement: Mental training for athletes and coaches. American Psychological Association. <https://doi.org/10.1037/0000048-000>.

Contribution to a Book: Zeleke, W. A., Hughes, T. L., & Drozda, N. (2020). Home-school collaboration to promote mind-body health. In C. Maykel & M. A. Bray (Eds.), *Promoting mind-body health in schools: Interventions for mental health professionals* (pp. 11–26). American Psychological Association. <https://doi.org/10.1037/0000157-002>

Conference Proceedings:

Davidson, R. J. (2019, August 8–11). Well-being is a skill [Conference session]. APA 2019 Convention, Chicago, IL, United States. https://irp-cdn.multiscreensite.com/a5ea5d51/files/uploaded/APA2019_Program_190708.pdf

- [1] American Psychological Association. (2022). APA Style common reference examples guide. <https://apastyle.apa.org/instructional-aids/reference-examples.pdf>