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|  | | | | [**BİTLİS EREN**](https://dergipark.org.tr/tr/pub/bitlisfen) **ÜNİVERSİTESİ**  **FEN BİLİMLERİ DERGİSİ**  **ISSN: 2147-3129** / **e-ISSN: 2147-3188** | | | | | [Cover Image](https://dergipark.org.tr/en/pub/bitlisfen) | | |
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|  | **ABSTRACT** | | | | | | | | | |  |
|  | An abstract is an essential component of every scientific manuscript. It should briefly summarize the reason for the work, the main purpose, findings, foremost results, and main conclusions of the study. The purpose of the abstract is to offer a quick insight into the study’s content, allowing readers to assess its relevance and significance. The abstract should not contain figures, tables, elaborate equations, references or non-standard or rarely used abbreviations. If it is necessary to include them, make sure they are clearly defined upon their first appearance in the abstract.  The abstract text should be written using the “Times New Roman” font type, with a font size of 10. The text should be justified. Line spacing should be 1, with a spacing of 6 nk before and after the line. The abstract text should not exceed 300 words. The abstract should be written within the provided table. Please ensure that the table settings are not changed.  A minimum of three (3) and a maximum of six (6) keywords should be included. Keywords must be relevant to the manuscript's topic and content, separated by commas, with a dot sign after the final keyword. Only the first word and proper nouns should start with a capital letter. Although not mandatory, authors are encouraged to provide a graphical abstract. It should visually convey the key message of the study in a clear and engaging manner, making it accessible to a broader audience. Including a graphical abstract can boost your article's visibility and aid readers' understanding of your research. If included, the graphical abstract should be placed before the introduction without a separate heading. It should have a maximum width of 15 cm, not exceed one page in length, and be prepared with a resolution of at least 300 dpi to ensure high-quality presentation. | | | | | | | | | |  |
|  | **Keywords:** | | | | Keyword for manuscript, PROPER NOUN KEYWORD, Bitlis Eren University (BEU), Element2 keyword, Keywords, Keyword. | | | | | |  |

# PAGE SETTINGS

The manuscript should be prepared on an A4-sized (297-210mm) page with margins set to 2.5 cm (1 inch) on all sides. The position of the top and bottom margins should be 1.25 cm.

The page numbers should be placed in the footer, in Times New Roman font, blue, 12-point size, bold, and centered.

The information contained in the header will be completed by the journal, and therefore authors are not required to make any additional adjustments.

# TITLES

## Main Title of Manuscript

The main title of the manuscript should be written in **Times New Roman, 16-point font size, and bold, with center alignment.** **The line spacing should be set to 1, with an additional 3 nk space before and after the title** to ensure proper separation from the surrounding text. It should be placed in the appropriate section of the formatting table.

## Affiliation and Contact Information

Author details must be entered in the appropriate cell of the formatting table. Author names should follow this format: **the first letter of the first name capitalized**, while **the entire surname must be written in uppercase** (e.g., Name1 Name2 SURNAME1 SURNAME2). Only the **corresponding author's full name should be written in bold** to distinguish their role clearly.

ORCID information should be provided as a clickable hyperlink, attached to both the author’s full name and the ORCID icon or image if one is included. **The font must be Times New Roman, 12-point font, with center alignment. Line spacing should be set to 1, with 0 nk spacing before and 12 nk after the name and surname** to ensure proper visual separation from adjacent elements.

**Link Instructions for MS Word:**

1. Select the author's full name (e.g., Name1 Name2 SURNAME1 SURNAME2).
2. Right-click and choose **Bağlantı/Hyperlink**.
3. Paste the ORCID URL (e.g., https://orcid.org/0000-0000-0000-0000).
4. If an ORCID icon is used, add the same link to the icon as well.

The author’s affiliation (institution, organization, or company), department (faculty information is not required), city, and country must be entered in the appropriate cell of the formatting table. This information should be written in **Times New Roman font, italicized, center-aligned, with single line spacing, 0 nk spacing before, and 6 nk spacing** after.

## Abstract

The abstract should be entered in the appropriate cell of the table, using **Times New Roman font, 10-point size, and justified alignment. The line spacing should be set to 1, with an additional 6 nk space before and after** the abstract text.

## Section Titles

The main body of the manuscript should include the following sections: ABBREVIATIONS (if applicable), INTRODUCTION, MATERIALS AND METHODS, RESULTS AND DISCUSSION, CONCLUSION, CONFLICT OF INTEREST, AUTHORS’ CONTRIBUTIONS, ACKNOWLEDGEMENTS, REFERENCES, and APPENDIX (if applicable). **All section titles should be numbered, except for ABSTRACT, CONFLICT OF INTEREST, AUTHORS’ CONTRIBUTIONS, ACKNOWLEDGEMENT, REFERENCES, and APPENDIX, which should remain unnumbered.**

All sections titles should be written in uppercase letters using the **Times New Roman** font, with a **14-point font size** and designated color. Titles should be **left-aligned** for a structured appearance. **The line spacing should be set to 1.5, with an additional 12 nk space before and after each title**, ensuring clear separation from the surrounding text.

## Sub-Titles

All subheadings should be written in title case, meaning only the first letter of each main word should be capitalized, except for conjunctions, prepositions, and articles. **They should be formatted using Times New Roman font, with a 14-point font size and designated color**. **Sub-Titles should be left-aligned for a structured appearance. The line spacing should be set to 1.5, with an additional 12 nk space before and after each title**, ensuring clear separation from the surrounding text.

Fourth-level headings should also be numbered, while headings at the fifth level and beyond should be written without numbering. Their formatting should remain consistent with that of other subheadings.

## Text Formatting in the Manuscript

The text in the main body should be written in **Times New Roman font, size 12, with justified alignment. Line spacing must be set to 1.5, with an additional 6 nk space before and after each line. Each paragraph should begin with a 1.25 cm indentation** to maintain a structured and professional layout.

## Figure Formatting and Caption Guidelines

### Numbering and Placement

* All figures should be **numbered sequentially** (Figure 1, Figure 2, etc.) in the order they appear in the text.
* Each figure must be **referenced within the main text.** In-text references to figures **should not** use abbreviations such as **"Fig."** Instead, the word **"Figure"** should be written in full (e.g., "As shown in Figure 3...").
* Figures should be placed as close as possible to their first mention in the manuscript.
* The provided images, figures, maps, etc. should not exceed the page margins.

### Captions and Descriptions

* Each figure must have a descriptive caption placed below the figure.
* Captions should be concise yet informative, summarizing the key information the figure presents.
* The format should be: **Times New Roman font, size 12, centered, italicized, with a line spacing of 1, and an additional 6 nk space before and 12 nk space after the caption.**
* If applicable, include units, labels, or legends to clarify the figure’s content.
* Labels within figures should be legible, with a font size that ensures readability.

### Image Quality and Resolution

* Figures must be of high resolution (at least 300 dpi) to ensure clarity in both digital and print versions.
* Avoid excessive use of colors unless necessary for data representation.

### Copyright and Source Attribution

* If figures are adapted from another source, proper citation and permission must be provided.
* Clearly indicate whether the figure is original or adapted, using statements such as "Adapted from [Source]" if necessary.

If an image extends beyond two pages, or if multiple consecutive images and tables collectively exceed two pages, it is highly recommended to include them as an appendix. This approach ensures better readability, maintains the manuscript's structural integrity, and prevents disruption in the main text flow.

Some examples of figure illustrations are given in Figure 1-3.



Figure 1. Official Logo of Bitlis Eren University

|  |  |
| --- | --- |
| **(a)** | **(b)** |
| **(c)** | |

Figure 2. (a) A view of the BEU campus in winter; (b) the main gate of BEU; (c) the entrance to the BEU Graduate School.

It is recommended that the provided figure and its caption be placed on the same page whenever possible. However, if they do not fit, as shown in Figure 3, the figure label on the following page should include '(**continued**)' in parentheses to indicate continuity. To ensure easier formatting and organization, it is strongly recommended that sequential images be placed within a borderless table.

|  |
| --- |
| **(a)** |
| ***Figure 3. (a–d) Winter views from Bitlis Province.*** |
| **(b)** |
| **(c)** |
| **(d)** |

Figure 3 (continued). (a–d) Winter views from Bitlis Province.

## Table Formatting and Caption Guidelines

Tables should be formatted in a clear, structured, and professional manner to enhance readability and consistency throughout the manuscript. The following guidelines must be followed when formatting tables:

### Numbering and Placement

* Tables should be numbered sequentially (e.g., Table 1, Table 2, etc.) in the order they appear in the text.
* Each table must be referenced in the main text (e.g., "As shown in Table 3...").
* Tables should be placed as close as possible to their first mention in the manuscript.

### Table Captions and Titles:

* Each table must have a descriptive caption placed above the table (e.g., "Table 1. Summary of experimental results.").
* Table captions should be concise yet informative, summarizing the data presented.
* Captions should be formatted in Times New Roman, 12-point font size, italicized, and center-aligned.

### Content and Formatting:

* Tables should be centered and should fit within the page margins.
* The text within tables should be formatted in Times New Roman, using a font size between 9 and 12 points.
* Avoid vertical lines in tables; only horizontal lines should be used to separate headers and major sections.
* Use bold text for column headers to enhance readability.

### Table Footnotes and Notes:

* Any additional explanations, such as abbreviations or statistical notes, should be provided as a footnote below the table.
* Footnotes should be in Times New Roman, 10-point font size, italicized.

### Table Size and Continuation

* If a table exceeds one page, it should continue on the next page with the table number and "(continued)" indicated (e.g., "Table 2 (continued).").
* Large tables spanning multiple pages should be included in the appendix instead of the main text.

### Table Formatting Within Borders

* To ensure better alignment and layout consistency, tables should be created using the built-in table function in word processing software rather than inserting them as images.
* If multiple related tables are presented, they should be formatted consistently for uniformity.

Following these guidelines will ensure that tables are clear, accessible, and professionally presented within the manuscript.

Some examples of Tables can be used in manuscripts are given below (Table 1-2)

Table 1. Example for table usage in manuscript

|  |  |  |
| --- | --- | --- |
| **A** | **B** | **C** |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
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| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |

***Table 1 (continued). Example for table usage in manuscript***

|  |  |  |
| --- | --- | --- |
| **A** | **B** | **C** |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |
| 123 | 123 | 123 |

q<0 (if necessary)

***Table 2. Example of a table with horizontal headers***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Adilcevaz** | **A** | **B** | **C** | **D** | **Province Center** | **A** | **B** | **C** | **D** |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| **Ahlat** | 123 | 123 | 123 | 123 | **Mutki** | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| **Güroymak** | 123 | 123 | 123 | 123 | **Tatvan** | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| 123 | 123 | 123 | 123 | 123 | 123 | 123 | 123 |
| **Hizan** | 123 | 123 | 123 | 123 |  |  |  |  |  |
| 123 | 123 | 123 | 123 |  |  |  |  |  |
| 123 | 123 | 123 | 123 |  |  |  |  |  |
| 123 | 123 | 123 | 123 |  |  |  |  |  |
| 123 | 123 | 123 | 123 |  |  |  |  |  |

In tables, necessary adjustments can be made within the formatting guidelines to ensure they fit within the page margins. For example, font sizes may be adjusted between 9 and 12 points depending on the specific requirements

### Equation Formatting and Guidelines

All equations in the manuscript must be numbered in order and clearly referred to in the main text. **Equations must not be added as images under any circumstances**. Also, equations should not be written in bold, unless it is really necessary for mathematical clarity, such as showing vectors or matrices.

In MS Word, it is known that placing characters too close to equations—like equation numbers—can cause the equation to reduce in size automatically. This makes the text harder to read and breaks the visual balance of the manuscript. To prevent this, **all equations should be placed inside a two-column table**: one column for the equation, the other for its number.

If you are using MathType or another equation editor that does not reduce the size of the equation when adding numbers, then using a table is not required. But in that case, you must leave at least **12 pt of space before and after the equation** to keep good spacing with the rest of the text.

In addition, all values and measurements in the manuscript must be written using the **International System of Units (SI units).** Other units should be used **only if absolutely necessary and only if they are commonly accepted in your research field.**

|  |  |
| --- | --- |
|  | (1) |

## Acknowledgements

If necessary, the people, institutions and organizations that helped in the study should be thanked for their help and support. In addition, if the study requires ethics committee approval, the ethics committee approval number and information about the organization that made the decision should be provided.

## Conflict of Interest Statement

There is no conflict of interest between the authors.

## Statement of Research and Publication Ethics

The study is complied with research and publication ethics.

## Artificial Intelligence (AI) Contribution Statement

Authors must explicitly declare whether any part of the manuscript involved the use of Artificial Intelligence (AI) tools (e.g., for writing, editing, data analysis, figure generation, etc.).

* If AI tools were used, **the specific tools and their purposes must be clearly described**.
* If no AI tools were used at any stage of the manuscript preparation, the following statement must be included:

"This manuscript was entirely written, edited, analyzed, and prepared without the assistance of any artificial intelligence (AI) tools. All content, including text, data analysis, and figures, was solely generated by the authors."

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The specific contributions of each author to different stages of the manuscript (e.g., conceptualization, methodology, writing, analysis) must be clearly stated.

The use of vague or generic statements such as “**All authors contributed equally” is not acceptable** and will not be considered sufficient for authorship transparency.".

# REFERENCES

References must be formatted according to the IEEE citation style. For details, please refer to the official IEEE Reference Guide:

<https://ieeeauthorcenter.ieee.org/wp-content/uploads/IEEE-Reference-Guide.pdf>

In the bibliography section, references should be written in T**imes New Roman, 10-point font, with single line spacing, and 6 pt spacing before and after each reference. A hanging indent of 1.25 cm must be applied**. The layout should match the examples provided below.

1. D. P. Bertsekas, *Dynamic Programming and Optimal Control*, vol. 1, 3rd ed., Belmont, MA: Athena Scientific, 2005.
2. J. C. Principe, D. Xu, and J. W. Fisher, “Information-theoretic learning,” in *Unsupervised Adaptive Filtering*, vol. 1, Wiley, 2000, pp. 265–319.
3. Y. Bengio, A. Courville, and P. Vincent, “Representation learning: A review and new perspectives,” *IEEE Transactions on Pattern Analysis and Machine Intelligence*, vol. 35, no. 8, pp. 1798–1828, Aug. 2013.