

Preparation of Papers for ICCD 2008

First A. Author, Second B. Author, Jr., and Third C. Author

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Abstract—These instructions give you guidelines for preparing papers for IEEE conferences. Use this document as a template if you are using Microsoft *Word* 6.0 or later. Otherwise, use this document as an instruction set. Instructions about final paper and figure submissions in this document are for IEEE journals; please use this document as a “template” to prepare your manuscript.

I. INTRODUCTION

This document is a template for Microsoft *Word* versions 6.0 or later. If you are reading a paper version of this document, please download the electronic file, **ieeconf_letter.dot** (for letter sized paper: 8.5” x 11”) and save to MS Word templates directory. To create your own document, from within MS Word, open a new document using File | New then select **ieeconf_letter.dot**

Use the Text paragraph style for body text paragraphs. Section headings are Heading 1. Subsections are Heading 2. The Reference style is used for items in the reference list. Reference paragraphs are automatically numbered, so you can cross-reference them the text. (As described below, references must be listed in the order in which they appear in the text.)

A. Full-Size Camera-Ready (CR) Copy

Prepare your ICCD paper using letter-sized paper: 21.6 x 27.9 cm (8.5 x 11 in or 51 x 66 picas).

1) *Typefaces and Sizes*: Use a proportional serif typeface such as Times Roman. The minimum typesize for the body of the text is 10 point. The minimum size for applications like table captions, footnotes, and text subscripts is 8 point.

2) *Margins*: Set top and bottom margins to 25 mm (1 in or 6 picas), and left and right margins to about 18 mm (0.7 in or 4 picas). The column width is 88 mm (3.5 in or 21 picas). The space between the two columns is 5 mm (0.2 in or 1 pica). Paragraph indentation is about 3.5 mm (0.14 in or 1 pica). Left- and right-justify your columns. Use either one or two spaces between sections, and between text and tables or figures, to adjust the column length.

On the last page of your paper, try to adjust the lengths of the two-columns so that they are the same. (Insert continuous section break at the end of the document to automatically balance the columns.

Use automatic hyphenation and check spelling.

II. SECTION FORMATTING

A. Title

The top of the title starts 18 points below the top margin. The text is bold, centered, and a 16-point font. Leave a blank line between the title and the author names.

B. Authors

NOTE: ICCD uses a double-blind review process. When you submit your paper for review, do not include author names, affiliations, or emails. This section *only* applies to the final camera-ready copy.

Author names are in 11-point font. Author affiliations and email addresses are in italics, 11-point fonts, and centered beneath the names. (Multiple lines may be used for the affiliation, if desired.) The exact format of the author names can be flexible, as long as the required information is provided in the proper font size, etc.

Leave two blank lines between the authors and the abstract.

NOTE: ICCD uses a double-blind review process. When you submit your paper for review, do not include author names, affiliations, or emails. This section *only* applies to the final camera-ready copy.

C. Abstract

The abstract is in 9-point font. It begins with the word “Abstract” in italics, followed by an em-dash. The body of the abstract follows in bold, 9-point type. Multiple paragraphs must be indented, with no space in between.

Leave one blank line between the abstract and the first section of text.

III. SECTION NUMBERS AND HEADERS

Number sections using upper-case Roman numerals. The section heading must be centered, on a line by itself, and in all upper-case letters in 10-point font. Leave at least one blank line before and after a section heading.

All paragraphs within a section must be indented. Do not leave space between paragraphs.

A. Subsections

Number subsections using upper-case letters. For example, the first subsection of Section III would be labeled “A”; a reference to that subsection from elsewhere in the documents would be “III.A”. The subsection heading must

Table 1. An Example of a Table.

One	Two
Thre e	Fou r

be left-justified, on a line by itself, in italics and 10-point font. Leave at least one blank line before and after a subsection heading.

1) *Sub-subsections*: Sub-subsections are not recommended, but must be numbered using Arabic numerals, followed by a closing parenthesis. The sub-subsection heading is part of the first paragraph; it is indented (just like all paragraphs), and the heading text must be in italics, followed by a colon. A reference to the third sub-subsection of Section III.A would be “III.A.3”.

IV. ADDITIONAL REQUIREMENTS

A. Figures and Tables

Position figures and tables at the tops and bottoms of columns. Avoid placing them in the middle of columns. Large figures and tables may span across both columns. Figure captions should be below the figures; table captions should be above the tables. Avoid placing figures and tables before their first mention in the text. Use the abbreviation “Fig. 1”, even at the beginning of a sentence.

Figure axis labels are often a source of confusion. Try to use words rather than symbols. As an example write the quantity “Inductance”, or “Inductance L”, not just “L”. Put units in parentheses. Do not label axes only with units. In the example, write “Inductance (mH)”, or “Inductance L (mH)”, not just “mH”. Do not label axes with the ratio of quantities and units. For example, write “Temperature (K)”, not “Temperature/K”.

B. Citations and Reference List

Number citations consecutively in square brackets [1]. The sentence punctuation follows the brackets [2]. Multiple references [2], [3] are each numbered with separate brackets [1]–[3]. In sentences, refer simply to the reference number, as in [3]. Do not use “Ref. [3]” or “reference [3]” except at the beginning of a sentence: “Reference [3] shows ...”.

Please note that the references at the end of this document are in the preferred IEEE referencing style. Give all authors’ names; do not use “*et al.*” unless there are six authors or more. Use a space after authors’ initials. Papers that have not been published should be cited as “unpublished” [4]. Papers that have been submitted for publication should be cited as “submitted for publication” [5]. Papers that have been accepted for publication, but not yet specified for an issue should be cited as “to be published” [6]. Please give affiliations and addresses for private communications [7].

Capitalize only the first word in a paper title, except for proper nouns and element symbols. If you are short of space, you may omit paper titles. However, paper titles are helpful to your readers and are strongly recommended. For papers

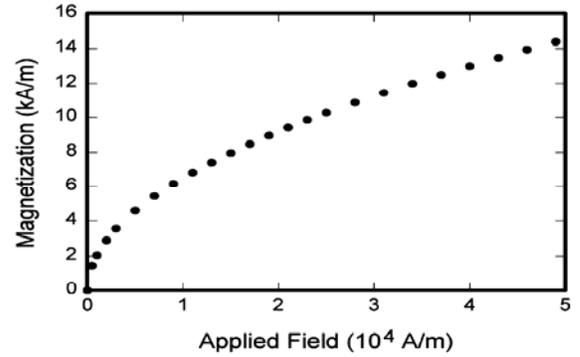


Fig. 1. Inductance of oscillation winding on amorphous magnetic core vs DC bias magnetic field.

published in translation journals, please give the English citation first, followed by the original foreign-language citation [8].

C. Abbreviations and Acronyms

Define abbreviations and acronyms the first time they are used in the text, even after they have already been defined in the abstract. Abbreviations such as IEEE, SI, ac, and dc do not have to be defined. Abbreviations that incorporate periods should not have spaces: write “C.N.R.S.,” not “C. N. R. S.” Do not use abbreviations in the title unless they are unavoidable (for example, “IEEE” in the title of this article).

D. Equations

Number equations consecutively with equation numbers in parentheses flush with the right margin, as in (1). First use the equation editor to create the equation. Then select the “Equation” markup style. Press the tab key and write the equation number in parentheses. To make your equations more compact, you may use the solidus (/), the exp function, or appropriate exponents. Use parentheses to avoid ambiguities in denominators. Punctuate equations when they are part of a sentence, as in

$$\int_0^{r_2} F(r, \varphi) dr d\varphi = [\sigma r_2 / (2\mu_0)] \cdot \int_0^\infty \exp(-\lambda |z_j - z_i|) \lambda^{-1} J_1(\lambda r_2) J_0(\lambda r_i) d\lambda. \quad (1)$$

Be sure that the symbols in your equation have been defined before the equation appears or immediately following. Italicize symbols (*T* might refer to temperature, but *T* is the unit tesla). Refer to “(1),” not “Eq. (1)” or “equation (1),” except at the beginning of a sentence: “Equation (1) is ...”

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