

Author Guidelines for Preparing Manuscripts using L^AT_EX

Paper ID: ABC

Abstract

The abstract is to be in fully-justified italicized text, at the top of the left-hand column as it is here, below the author information. Use the word "Abstract" as the title, in 12-point Times, boldface type, centered relative to the column, initially capitalized. The abstract is to be in 10-point, single-spaced type, and up to 150 words in length.

1. Introduction

All manuscripts must be in English. These guidelines include complete descriptions of the fonts, spacing, and related information for producing your proceedings manuscripts.

2. Formatting your paper

All papers must be formatted in Letter size (8.5 x 11 inches). All printed material, including text, illustrations, and charts, must be kept within a print area of 6-1/2 inches (16.51 cm) wide by 8-7/8 inches (22.51 cm) high. Do not write or print anything outside the print area. All *text* must be in a two-column format. Columns are to be 3-1/16 inches (7.85 cm) wide, with a 3/8 inch (0.81 cm) space between them. Text must be fully justified. If you use A4 size paper increase bottom margin so that the printed area matches the description given above.

3. Main title

The main title (on the first page) should begin 1-3/8 inches (3.49 cm) from the top edge of the page, centered, and in Times 14-point, boldface type. Capitalize the first letter of nouns, pronouns, verbs, adjectives, and adverbs; do not capitalize articles, coordinate conjunctions, or prepositions (unless the title begins with such a word). Leave two 12-point blank lines after the title.

4. Author name(s) and affiliation(s)

When the papers are submitted for review, the author information should be left blank. Note that the review process is double blind, and any information that reveals the author's identity or affiliation should be removed from the manuscript.

Author names and affiliations are to be centered beneath the title and printed in Times 12-point, non-boldface type. Multiple authors may be shown in a two- or three-column format, with their affiliations italicized and centered below their respective names. Include e-mail addresses if possible. Author information should be followed by two 12-point blank lines.

5. Second and following pages

The second and following pages should begin 1.0 inch (2.54 cm) from the top edge. On all pages, the bottom margin should be 1-1/8 inches (2.86 cm) from the bottom edge of the page.

6. Type-style and fonts

Wherever Times is specified, Times Roman or Times New Roman may be used. If neither is available on your word processor, please use the font closest in appearance to Times. Avoid using bit-mapped fonts if possible. True-Type 1 fonts are preferred.

7. Main Text

Type your main text in 10-point Times, single-spaced. Do not use double-spacing. All paragraphs should be indented 1/4 inch (approximately 0.5 cm). Be sure your text is fully justified—that is, flush left and flush right. Please do not place any additional blank lines between paragraphs.

Figure and table captions should be 10-point boldface Helvetica (or a similar sans-serif font). Callouts should be 9-point non-boldface Helvetica. Initially capitalize only the first word of each figure caption and

table title. Figures and tables must be numbered separately. For example: "Figure 1. Database contexts", "Table 1. Input data". Figure captions are to be centered *below* the figures. Table titles are to be centered *above* the tables.

8. First-order headings

For example, "1. Introduction", should be Times 12-point boldface, initially capitalized, flush left, with one blank line before, and one blank line after. Use a period (".") after the heading number, not a colon.

8.1. Second-order headings

As in this heading, they should be Times 11-point boldface, initially capitalized, flush left, with one blank line before, and one after.

8.1.1. Third-order headings. Third-order headings, as in this paragraph, are discouraged. However, if you must use them, use 10-point Times, boldface, initially capitalized, flush left, preceded by one blank line, followed by a period and your text on the same line.

9. Footnotes

Use footnotes sparingly (or not at all) and place them at the bottom of the column on the page on which they are referenced. Use Times 8-point type, single-spaced. To help your readers, avoid using footnotes altogether and include necessary peripheral observations in the text (within parentheses, if you prefer, as in this sentence).

10. Copyright forms

We do not require copyright forms at the time of initial paper submission for review. You will be asked to include a signed copyright release form when you submit your final accepted paper.

11. References

List and number all bibliographical references in 9-point Times, single-spaced, at the end of your paper. When referenced in the text, enclose the citation number in square brackets, for example [5]. Wherever possible, include the name(s) of the authors along with the reference: Disney *et al.* [1] and Myself and Almighty [4].

References

- [1] W. E. Disney, S. Claus, and T. Bear. Learning to stuff things. In *Proceedings of the International Conference on XYZ*, pages 101–108, Machu Picchu, Peru, Apr. 2008.
- [2] A. Einstein. *Theory of Relativity*. PhD thesis, University of Zurich, Zurich, Switzerland, 1909.
- [3] F. Lastname. Computer vision and pattern recognition: A survey. Technical Report ICY-TR-0011, University of Antarctica, Sept. 2006.
- [4] M. Myself and G. Almighty. All you need to know about everything. *IEEE Transactions on Pattern Analysis and Machine Intelligence*, 32(1):1–100, Jan. 2010.
- [5] W. Shakespeare. *The Tempest*. Royal Publishers, Stratford-upon-Avon, UK, 1611.