

Instructions for Paper Preparation and Submission to ICEAA-IEEE APWC

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Abstract – This paper provides an example of the layout and style for final papers to be published in the ICEAA-IEEE APWC Proceedings and in IEEE Xplore. Important information on the final-paper submission procedure is also provided.

rectangle of 160mm×237 mm. The paper should be set in **two columns** with 4mm column separation. The full paper must not exceed **four** pages in length and the preferred short paper size is **two** pages. Pages should be without page numbers.

1 INTRODUCTION

The purpose of the introduction is to present background information for the work with literature references, and possibly to outline the organization of the paper. In section 2 the requirements for the format of the papers are discussed, see in particular sub-section 2.2 and 2.3 for templates and for instructions on IEEE Xplore-compatible PDFs.

The electronic submission process is described in section 3. Instructions for final paper(s) submission to ICEAA-IEEE APWC [1] are also available at <http://www.iceaa-offshore.org>. The instructions for final paper(s) submission are meant to be taken literally to ensure high quality Proceedings.

2 PREPARATION OF PAPERS

The paper should clearly and concisely state the specific results of the work, why it is important, and how it differs from prior works by the authors or by others. The main results of the work must be clearly indicated. Do not submit work that has already been presented at another conference, or that has already been published.

2.1 Paper format

Please strictly follow these specifications when preparing the final version of the manuscript. Papers not complying with them (especially in layout geometry and typesetting) will not be included in the proceedings.

2.1.1 Page layout

The paper should be typeset using the A4 paper size (210mm×297 mm). The left and right margins should be 25mm, while the top and bottom margins should be 30 mm. All the material should fit within a



Figure 1: 300 dpi color picture.

2.1.2 Typesetting

10pt size font should be used for the body of the paper.

2.1.3 Title and author name(s)

The paper title and the author names appear on the first page and should be set centered across the full page width. The title is set in 17pt bold letters. The author names appear below the title in 12pt size, normal face. The complete affiliations of the authors (with e-mail addresses) should be set as number-tagged footnotes.

2.1.4 Abstract

The paper should start with an abstract giving a short overview on the discussed matter and the presented

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results. The abstract should be set using 8pt, bold face font. It should not exceed 15 lines.

2.1.5 Section headings

The section and subsection headings appear in 10pt, bold face. They are aligned on the left of a column. Sections and subsections are numbered using Arabic numbers. Section headings should be capitalized.

2.1.6 Figures and tables

Figures should be numbered in the order of appearance in the paper. Figures should be positioned within a single column or can span two columns. In the latter case they should be placed at the top of a page.

Figure and table captions should be placed **below** the corresponding figures and tables. One line captions are centered within the figure or table width, as in Figure 1-2, while multi-line captions should be set justified as a regular paragraph as in Table 1. Figures and tables should be placed as close as possible to the text where they are first referenced to.

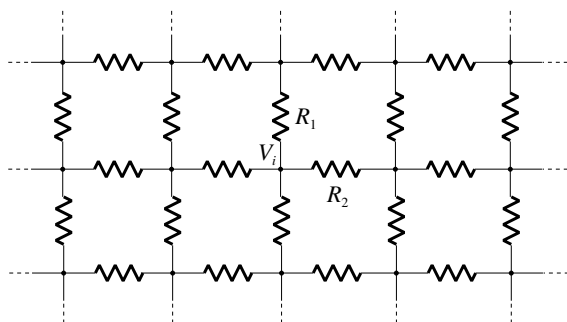


Figure 1: Resistive grid.

Parameter	Value
R_1	10 Ω
R_2	15.3 Ω

Table 1: Parameters and their values; units are spaced from the corresponding measure by an unbreakable thin space and should always be in upright font.

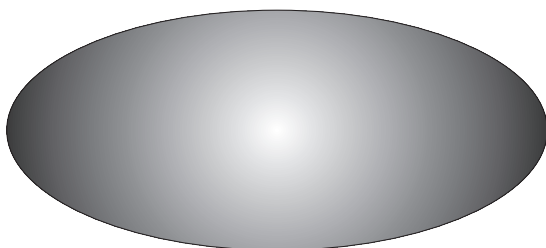


Figure 2: 300 dpi grayscale picture.

Line Art black and white images must be 600dpi; Grayscale and Photos images must be 300dpi.

2.1.7 Equations

Equations are centered within columns. They may have a reference number placed on the right. The reference number should be enclosed in parentheses. For example see equation (1).

$$f(x, y) = \sum_{i=1}^n c_i (x_i^2 + y_i^2) \quad (1)$$

2.1.8 References

A list of references should appear at the end of the paper as a separate unnumbered section. References should be listed in the order of appearance in the paper. Use square brackets for the reference list and when citing references in the text, e.g. [2].

2.2 File format

PDF files must be used for final submission. The maximum allowed file size is **2 MB**.

Since the Proceedings of ICEAA-IEEE APWC will be included in IEEE Xplore, the final paper must adhere to the IEEE Xplore PDF specification for compatibility. IEEE PDF eXpress is a free service to make IEEE Xplore-compatible PDFs (Conversion function) or to check PDFs that authors have made themselves for IEEE Xplore compatibility (PDF Check function). To use PDF eXpress, see section 2.3.

2.2.1 Microsoft Office users

Microsoft Office users can use the Word template *ICEAA-IEEE_APWC.doc* to edit their papers: download from <http://www.iceaa-offshore.org/PDFassistance.htm>. IEEE Xplore-compatible PDF can be obtained using freely IEEE PDF eXpress: see section 2.3.

2.2.2 Non Microsoft Office users

Non Microsoft Office users can use the RTF template *ICEAA-IEEE_APWC.rtf* to edit their papers: download from <http://www.iceaa-offshore.org/PDFassistance.htm>. We strongly suggest the free editor OpenOffice Writer (latest release 3.3.0) which is a multi-platform tool (Windows, Linux, Unix, Apple,...): see, <http://www.openoffice.org/index.html>. Download the free software (~150MB) from:

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Edit and save your paper in RTF format (do not use hyperlinks in the text). Do not use DOC format with OpenOffice Writer.

IEEE Xplore-compatible PDF can be obtained using freely IEEE PDF eXpress: see section 2.3.

2.2.3 LaTeX users

To obtain IEEE Xplore-compatible PDFs, authors are **strongly** invited to use Microsoft Office or OpenOffice Writer as editor together with IEEE PDF eXpress. An old ICEAA package and template (*iceaa07.zip*) for LaTeX users is available at:

<http://www.iceaa-offshore.org/PDFassistance.htm>.

However we do not recommend using LaTeX to prepare the final paper.

LaTeX users should compile their paper in PS format and convert it to PDF using freely IEEE PDF eXpress: see section 2.3.

1. Generate your abstract using the iceaa07.cls file,
2. Convert to postscript using the command:
>dvips -Ppdf -t A4 -G0 [filename]
3. Convert the postscript to pdf using PDF eXpress, see section 2.3.

2.2.4 How to obtain IEEE Xplore-compatible PDFs without the free IEEE PDF eXpress tool

[not recommended]

Authors are invited to use IEEE PDF eXpress to obtain IEEE Xplore-compatible PDFs; however they can use:

1. OpenOffice Writer to convert ICEAA-IEEE_APWC.rtf (remove footnotes and hyperlinks) to IEEE Xplore-compatible PDF (click on File->Export as PDF in General select the PDF/A-1 option)
2. LaTeX compiler to convert iceaa.tex to IEEE Xplore-compatible PDF
3. Adobe Acrobat Distiller with font embed all fonts and subset all embedded fonts.

Please follow also the guidelines (Submission Standards) reported in:

<http://www.ieee.org/portal/pages/pubs/confstandards>.

2.3 IEEE PDF eXpress

ICEAA-IEEE APWC have registered for use of IEEE PDF eXpress™. PDF eXpress will take your source files (word, rtf, ps, etc.) and create a pdf that meets IEEE's guidelines. It is important to note that PDF eXpress converts the file, but you must still submit the converted pdf file to the ICEAA-IEEE APWC submission website.

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We recall that all conference articles submitted for inclusion in IEEE Xplore must adhere to the IEEE Xplore PDF specification (Submission Standards) for compatibility: see

<http://www.ieee.org/portal/pages/pubs/confstandards>.

3 PAPER SUBMISSION

Deadline for the submission of the final paper, for the IEEE Copyright form and for presenter registration is **June 8, 2012**.

ICEAA-IEEE APWC require paper registration and we invite the authors to read carefully the registration guidelines.

Early registration of at least one author, accompanied by full payment of the registration fee, is requested by **June 8, 2012** (at the time of the submission of the contribution in final form).

ICEAA-IEEE APWC require the registration for **every** paper to be scheduled for presentation and published in the Conference proceedings.

If for a submitted paper all the above mentioned documents are not received within **June 8, 2012**, that paper will not be published in the Conference proceedings and in IEEE Xplore. Papers and IEEE Copyright forms (see <http://www.iceaa-offshore.org/access.php>.) must be submitted together electronically on-line with the web server interface at <http://www.iceaa-offshore.org> (only the PDF format is allowed). Please follow the link "Paper submission" on the Conference home page, or use the direct link <http://www.iceaa-offshore.org/access.php>.

Your username is your paper number and the password is the one that you chose during abstract submission as reported in the abstract-acceptance email.

In the submission process you will be required to fill in a form with contact person information, paper title, and names of all authors with their affiliations.

The order of the names of the authors you have to enter during submission must be the same one used in the to-be-published paper.

As said, you are also required to electronically submit on line the IEEE eCopyright form in PDF format (see link at <http://www.iceaa-offshore.org/access.php>).

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3.1 Steps for submission

- Create your manuscript(s)
- Proofread and check layout of manuscript (it is highly recommended that you do this BEFORE going to c.)
- Create IEEE PDF eXpress account
- Upload source file(s) for Conversion; and/or PDF(s) for Checking
- Use IEEE PDF eXpress to be sure your paper (PDF file) is IEEE Xplore-compatible, see section 2.3.
- Submit the IEEE Xplore-compatible PDF together with the IEEE Copyright form to <http://www.iceaa-offshore.org/access.php>.

4 IEEE XPLORE PROCEEDINGS EXCLUSION POLICY

We recall that a paper will not be published in the IEEE Xplore if:

- a) the paper pdf file is not IEEE Xplore compliant (check with IEEE PDF eXpress);
- b) the IEEE Copyright form has not been submitted;
- c) the paper has not been fully registered;
- d) the paper has not been orally presented at the Conference.

Acknowledgments

Acknowledgments (if any) should appear as a separate non-numbered section before the list of references.

References

- [1] R.D. Graglia, and G. Lombardi, "Instructions for Paper Preparation and Submission to ICEAA-IEEE APWC", electronic file available at: http://www.iceaa-offshore.org/iceaa-ieee_apwc.pdf, 2012.
- [2] L. Lamport, "LATEX: a document preparation system", Addison-Wesley Publishing Company, 2nd ed., 1994.