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Suggestions to Existing and Prospective Authors Wishing to Supply Manuscripts in Electronic Form

I. OVERVIEW

The IEEE will gladly accept your electronic media together with your hard-copy for publication. However, considering the myriad of word processors on the market (public domain included) and disk formats available throughout the world, it is beyond the scope of the IEEE to cover all possibilities. Below are some guidelines that we would like prospective authors to consider before submitting their work electronically for publication.

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- Please make sure that as you make changes to your version you incorporate these changes into your disk version ALSO.
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Paper:

[1] D. L. Snyder, L. J. Thomas, Jr., and M. M. Ter-Pogossian, “A mathematical model for positron-emission tomography systems having time-of-flight measurements,” *IEEE Trans. Nucl. Sci.*, vol. NS-28, pp. 3575–3583, 1981.

Book:

[2] W. A. Edson, *Vacuum Tube Oscillators*. New York: Wiley, 1948, pp. 170–171.

- Please package your floppy disk to minimize possible damage in the post.
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- 3.5" floppy disk (UNIX workstations: tar, bar, dump).
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Wang IWP.
Volkswriter 3.
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First Choice.
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WordMarc.
CEOWrite.
DX.
ProWrite 1.0/2.0.
Mass-11.
PFS: Write A, B, C.
SmartWare II.
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TROFF/NROFF.
Exp 2.0.

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References should be started on a separate sheet of paper, and must be double-spaced. **Figure Captions** should be started on a separate sheet of paper, and must be double-spaced. Do not include captions on the illustrations themselves, since captions are set in type separately. Figure captions should be sufficiently clear so that figures can be understood without detailed reference to the accompanying text. Axes of graphs should have self-explanatory labels, not just symbols (e.g., Electric Field rather than E).

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Lettering should be large enough to be readily legible when the drawing is reduced to two- or one-column width—as much as 4:1

reduction from the original. In the original size, this lettering may appear too large, but the reader will benefit. Lettering on figures is preferably done by template.

Authors are warned specifically about difficulties with figures prepared using simple dot matrix printers. In particular, they are warned that the use of computer notation as Fortran notation for powers of ten (e.g., $1E-10$) or for labels on axes (e.g., $[Hertz]^{**1/2}$) is not acceptable. In addition, figures produced by dot matrix printers are susceptible to line widths that are too small, labeling that is too small for reproduction, and pips on scales that are too small for reproduction.

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All materials, including drawings and photographs, should be no larger than 22×28 cm ($8\frac{1}{2} \times 11$ in).

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