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Information for Authors Submitting Manuscripts in *Electronic* Form

I. OVERVIEW

With so many authors having access to some form of computer system, more and more manuscripts exist not only in the conventional printed form (hardcopy), but also in an electronic form (on disk, tape, etc.), which is used to print the document. This electronic form of manuscript is extremely valuable to the publisher. A printed manuscript requires rekey in; one that already exists electronically requires mere *manipulation*.

The IEEE will gladly accept your electronic media together with your hardcopy for publication. However, considering the myriad of word processors on the market (public domain included) and disk formats available throughout the world, the following guidelines and suggestions have been set forth in an effort to expedite the production process.

II. GENERAL GUIDELINES

The following is a list of general guidelines for the submittal of electronic media by prospective authors.

- The operating system and word processing software used to produce your document should be noted on your disk or tape. In the case of Unix media, method of extraction (i.e., tar, bar, dump) should also be noted.
- The hardcopy should match its companion disk/tape *exactly*. Any changes that have been made to the hardcopy should be incorporated into your disk/tape.
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Periodicals:

- [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, Dec. 1981.

Book:

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

III. PREFERRED FORMATS

While the list of processing programs acceptable to IEEE electronic production is almost endless, there are preferred programs, which, when used, enable the preservation of the greatest amount of information. $\text{T}_{\text{E}}\text{X}$ and $\text{L}_{\text{A}}\text{T}_{\text{E}}\text{X}$ top the list of preferences. An IEEE $\text{L}_{\text{A}}\text{T}_{\text{E}}\text{X}$ style-file, *IEEEtran.sty*, is obtainable by authors who email a request to help@ep.ieee.org. The following points are important to remember when submitting electronic manuscripts (compuscripts) in $\text{T}_{\text{E}}\text{X}$ or $\text{L}_{\text{A}}\text{T}_{\text{E}}\text{X}$.

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- Remember, IEEE TRANSACTIONS/JOURNAL style dictates a 21-pica (3.5-inch) column width. If mathematical phrases are produced with this in mind, they are apt to appear more aesthetically pleasing in the final version.

If you are in doubt, do not hesitate to inquire using help@ep.ieee.org.

INFORMATION FOR AUTHORS

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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).

Illustrations: Original illustrations should be submitted along with three sets of copies for the reviewers. All line drawings (graphs, charts, diagrams, etc.) should be prepared on white drafting cloth or white drawing paper in black India ink. Charts should show only the axes and perhaps major coordinate lines. Photostatic copies of drawings are acceptable only when they are exceptionally clear and have high contrast.

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

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Page Numbers: Number all pages, including illustrations (which should be grouped at the end), in a single series, with no omitted numbers. This helps avoid losses. Figures should be identified with the figure number and author's name on the back; use a soft pencil when identifying photographs, and preferably keep the information in the back of the margin of the print, off the body.

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