Guideline for Writing an Abstract *(ESD\_Title)*

John Smith (1), Jane Doe (2), Robert Public (2) *(ESD\_Authors)*

(1) Gadget Corporation, 111 Industrial Drive, M/S ZZ10, Productville, PD 99222 USA *(ESD\_Author\_Affiliation)*  
tel.: 555-123-6788, fax: 555-123-6789, e-mail: jsmith@gadgetco.gov

(2) Widget Industries, 44 Park Place Blvd., Anywhere, LR 10001 USA

***Abstract*** - ***This electronic document is a “live” template and already defines the components of your paper [title, text, heads, etc.] in its style sheet. \*CRITICAL: Do Not Use Symbols, Special Characters, or Math in Paper Title or Abstract. (ESD\_Abstract)***

I. Introduction *(ESD\_Heading 1)*

This template provides authors with most of the formatting specifications needed for preparing electronic versions of their papers. All standard paper components have been specified for three reasons: (1) ease of use when formatting individual papers, (2) automatic compliance to electronic requirements that facilitate the concurrent or later production of electronic products, and (3) conformity of style throughout conference proceedings. Margins, column widths, line spacing, and type styles are built-in; examples of the type styles are provided throughout this document and are identified in italic type, within parentheses, following the example. Some components, such as multi-leveled equations, graphics, and tables are not prescribed, although the various table text styles are provided. The formatter will need to create these components, incorporating the applicable criteria that follow. *(ESD\_Base\_Text)*

II. Using the Template

Full paper abstract submissions are limited to no more than four pages. Published poster abstract submissions are limited to no more than two pages.

A. Maintaining the Integrity of the Specifications *(ESD\_Heading 2)*

The template is used to format your paper and style the text. All margins, column widths, line spaces, and text fonts are prescribed; please do not alter them. You may note peculiarities. For example, the head margin in this template measures proportionately more than is customary. This measurement and others are deliberate, using specifications that anticipate your paper as one part of the entire proceedings, and not as an independent document. Please do not revise any of the current designations.

B. Format of Paper Components

1. Abbreviations and Acronyms *(ESD\_Heading 3)*

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. You do not need to define units. Do not use abbreviations in the title or headers unless they are unavoidable.

2. Units

Use either SI (MKS) or CGS as primary units. (SI units are encouraged.) English units may be used as secondary units (in parentheses). An exception would be the use of English units as identifiers in trade, such as “3.5-inch disk drive”.

Avoid combining SI and CGS units, such as current in amperes and magnetic field in oersteds. This often leads to confusion because equations do not balance dimensionally. If you must use mixed units, clearly state the units for each quantity that you use in an equation.

Do not mix complete spellings and abbreviations of units: “Wb/m2” or “webers per square meter”, not “webers/m2”. Spell out units when they appear in text: “. . . a few Henries”, not “. . . a few H”.

Use a zero before decimal points: “0.25”, not “.25”. Use “cm3”, not “cc”.

3. Equations

The equations are an exception to the prescribed specifications of this template. You will need to determine whether your equation should be typed using either the Times New Roman or the Symbol font (please no other font). To create multileveled equations, it may be necessary to treat the equation as a graphic and insert it into the text after your paper is styled.

Number equations consecutively. Equation numbers, within parentheses, are to position flush right, as in (1), using a right tab stop. To make your equations more compact, you may use the solidus ( / ), the exp function, or appropriate exponents. Italicize Roman symbols for quantities and variables, but not Greek symbols. Use a long dash rather than a hyphen for a minus sign. Punctuate equations with commas or periods when they are part of a sentence, as in

*a* + *b = y* (1)

Note that the equation is centered using a center tab stop. Be sure that the symbols in your equation have been defined before or immediately following the equation. Use “(1)”, not “Eq. (1)” or “equation (1)”, except at the beginning of a sentence: “Equation (1) is . . .”

4. Figures and Tables

Figures and Tables may spread over either one or both text columns. Figure captions should be below the figures; table heads should appear above the tables. Insert figures and tables after the citation in the text. Use the abbreviation “Fig. 1”, even at the beginning of a sentence. Text within figures must be easily legible when printed. Use 9-point Times New Roman for Figure labels. Use words rather than symbols or abbreviations when writing figure axis labels to avoid confusing the reader. If including units in the label, present them within parenthesis. Do not label axes only with units. Do not label axes with a ratio of quantities and units.



Figure 1: Growth for Technique Alpha. *(ESD\_Figure\_Caption)*

Table 1: Numbers for Papers in Technique Alpha *(ESD\_Table\_Header)*



III. Acknowledgements

The preferred spelling of the word “acknowledgment” in America is without an “e” after the “g”. Avoid the stilted expression “one of us (R. B. G.) thanks ...”. Instead, try “R. B. G. thanks...”. Put sponsor acknowledgments in the unnumbered footnote on the first page.

IV. References

Number citations consecutively within brackets [1]. The sentence punctuation follows the bracket [1]. Refer simply to the reference number, as in [1]—do not use “Ref. [1]” or “reference [1]” except at the beginning of a sentence: “Reference [1] was the first ...”

Number footnotes separately in superscripts. Place the actual footnote at the bottom of the column in which it was cited. Do not put footnotes in the reference list. Use letters for table footnotes.

Unless there are six authors or more give all authors’ names; do not use “et al.”. Papers that have not been published, even if they have been submitted for publication, should be cited as “unpublished” [2]. Papers that have been accepted for publication should be cited as “in press” [3].

For papers published in translation journals, please give the English citation first, followed by the original foreign-language citation [4].

[1] G. Eason, B. Noble, and I. N. Sneddon, “On certain integrals of Lipschitz-Hankel type involving products of Bessel functions,” Phil. Trans. Roy. Soc. London, vol. A247, pp. 529–551, April 1955. *(ESD\_References)*

[2] K. Elissa, “Title of paper if known,” unpublished.

[3] R. Nicole, “Title of paper with only the first word capitalized,” J. Name Stand. Abbrev., in press.

[4] Y. Yorozu, M. Hirano, K. Oka, and Y. Tagawa, “Electron spectroscopy studies on magneto-optical media and plastic substrate interface,” IEEE Transl. J. Magn. Japan, vol. 2, pp. 740–741, August 1987 [Digests 9th Annual Conf. Magnetics Japan, p. 301, 1982].