

Preparation of Submissions for Gateways 2016 Conference

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Abstract: *These instructions give you guidelines for preparing submissions for the Gateways Conference. The submission is limited to 2 pages plus 1 optional page for references. Use this document as a template if you are using Microsoft Word. Otherwise, use this document as an instruction set. This template is useful for estimating the length of your paper, but its use is optional. Full names of authors are preferred, but initials may be used instead. Put a space between authors' initials. Department names are optional in the affiliations. Define all abbreviations used in the abstract, and once again in the text. Do not cite references in the abstract.*

1. Introduction

This document is a template for preparing submissions for the Gateways Conference. This template will work with Microsoft Word versions 6.0 or later. Use of this document as a template is optional. If you elect not to use this template, please remember that you must still adhere to the general guidelines embodied in this document concerning, but not limited to, font size, margin size, page limits, etc. The two-page format is intended to describe the authors' work in sufficient detail to allow its evaluation. Only references are allowed to appear on an optional third page. Authors may find the IEEE Author Digital Toolbox [1] to be a useful general resource.

1.1 Content

The purpose of the Gateways Conference is to share experience and expertise and to build community. To that end, we welcome submissions of any topic that would be relevant and engaging to the broad gateways community. We particularly welcome submissions that offer some relevance to gateway developers or scientific communities

This space will be used to insert the conference information.

beyond the discipline represented by the gateway or project. These short submissions of various types (Extended Abstract, Panel, Demo, Tutorial, and Student-focused Program) are intended to lower the barrier to participation and to offer a wide variety of perspectives and experiences beyond the traditional academic paper presentation.

1.2 Submission

Prepare the submission and upload to the EasyChair site by the deadline. The title of your submission should begin with the type of submission you are proposing. For example, "**Tutorial:** Using SpecialTool to Build a Gateway." You will be notified whether your submission has been accepted by the notification date. Major revisions will not be required. Extended abstract submissions may be grouped as sets of presentations or panels, depending on the number and topics received.

2. Text Formatting

Using 8.5 x 11-inch paper, the margins are 1 inch all around. If you use an A4 template, please make the bottom margin 1.75 inches. Except for Title, Authors and Affiliations, use a double column format. The column width is 3.15 inches and the column spacing is 0.2 inch. Margins should be justified.

Each major section begins with a Heading in 12-point Arial or Helvetica font, left-aligned and numbered, followed by a period, a single space, and the title using an initial capital letter for each word. The paragraph description of the Heading 1 should be set for 12 points before and 4 points after. For the body of your paper, use 11-point Times font with single line spacing. Indent each paragraph by 0.25 inches.

1.3 Major Subsections

As shown, denote subsections with left justified 11-point Arial or Helvetica Italic. Number them as 1.1, 1.2, etc., and follow with the subsection title capitalizing the first letter of each word. The second-level heading should have 6 points before and 3 points after in the paragraph description.

3. Figures

Figures should utilize as much of the column (or double-column) width as possible in order to maximize legibility. Use a sans serif font, such as Helvetica or Arial. Using 10-point Helvetica usually results in a legible figure. Do not use any font smaller than 8-point! When referring to a figure, use the abbreviation Fig. followed by its number. Place figure captions directly below each figure. Do not put captions in separate text boxes linked to the figures. Instead, if you choose to use a text box, incorporate the electronic graphic file and the text caption together in a single text box (as is done in this document).

Within Microsoft Word there are several options for placing figures within your paper. Often the easiest is to insert them between existing paragraphs allowing the figures to remain in that relative position. The paragraph description where the figure is inserted must be set to "single" spacing rather than "exactly 12 points" in order to

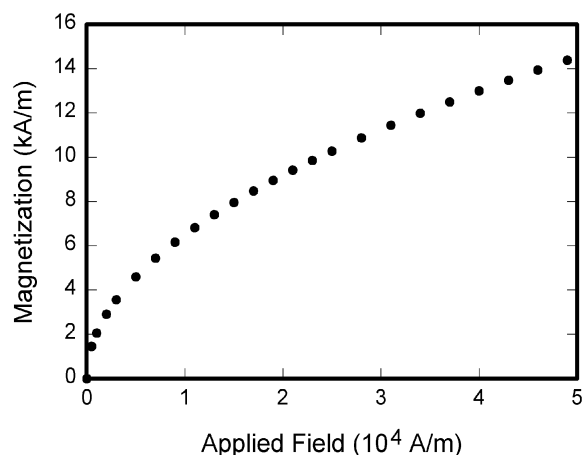


Fig. 1. Magnetization as a function of applied field. Note that "Fig." is abbreviated. There is a period after the figure number, followed by two spaces. It is good practice to explain the significance of the figure in the caption.

allow the line to autoscale in height to display the entire figure. Do not lump all figures at the end of the document!

If you decide to use color traces in your graphical data, be certain that there is no ambiguity about your graphical information when printed on a black and white printer.

4. Citing Previous Work

Number citations consecutively in square brackets [2]. The sentence punctuation follows the brackets [3]. Multiple references [3,4] are numbered together [1-3]. When citing a section in a book, please give the relevant page numbers [3]. In sentences, refer simply to the reference number, as in [4]. Do not use "Ref. [4]" or "reference [4]" except at the beginning of a sentence: "Reference [4] shows"

Give all authors' names; do not use "*et al.*" unless there are six authors or more. Use a space after authors' initials. Papers that have not been published should be cited as "unpublished" [5]. Papers that have been submitted for publication should be cited as "submitted for publication" [6], [7]. Papers that have been accepted for publication but not yet assigned to an issue should be cited as "to be published" and include the journal abbreviation [8]. Please give affiliations and addresses for private communications [9].

As long as references provide sufficient information for a reader to locate the item, the formatting of titles (e.g., capitalization), journal names or abbreviations, and volume/issue or page numbers is not required to follow a specific standard.

5. Conclusion

A conclusion section is useful. A conclusion might elaborate on the importance of the work or suggest relevance to the broader gateway community.

6. Acknowledgments

The preferred spelling of the word "acknowledgments" in American English is without an "e" after the "g." You may use this section to acknowledge your funding source.

7. References

- [1] http://www.ieee.org/publications_standards/publications/authors/authors_journals.html
- [2] 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, Apr. 1955.
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- [4] I. S. Jacobs and C. P. Bean, "Fine particles, thin films and exchange anisotropy," in *Magnetism*, vol. III, G. T. Rado and H. Suhl, Eds. New York: Academic, 1963, pp. 271-350.
- [5] T. L. Gilbert, Formulation, Foundations and Applications of the Phenomenological Theory of Ferromagnetism, Ph.D. dissertation, Illinois Inst. Tech., Chicago, IL, 1956, unpublished.
- [6] D. P. Arnold, "Review of superconducting radio-frequency cavities," submitted for publication.
- [7] L. Rossi, "Conductor choices for upgrades of CERN magnets," *IEEE Trans. Appl. Supercond.* **23** submitted for publication.
- [8] S. O. Demokritov and V. E. Demidov, "Micro-Brillouin light scattering spectroscopy of magnetic nanostructures," *IEEE Trans. Magn.*, to be published.
- [9] C. J. Kaufman, Rocky Mountain Research Laboratories, Boulder, CO, private communication, 2004.
- [10] Y. Yorozu, M. Hirano, K. Oka, and Y. Tagawa, "Electron spectroscopy studies on magneto-optical media and plastic substrate interface," *IEEE Transl. J. Magn. Jpn.*, vol. 2, pp. 740-741, August 1987 [*Dig. 9th Annual Conf. Magn. Jpn.*, p. 301, 1982].