

Guidelines for Preparation of Two-Page Digests for EMF 2009

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Abstract— The present sample contains basic guidelines on the preparation of the two-page digest for EMF 2009, which will be held in Mondovì, Italy, on May 26-29, 2009. Please follow carefully the instructions to ensure legibility and uniformity of accepted papers in the Symposium Record. Any paper not respecting these guidelines or received after this deadline may not be accepted.

I. GENERAL INFORMATION

Papers are submitted to EMF in two steps and are peer reviewed separately in these two steps. The first step is the submission of digests for review for presentation and inclusion in the Symposium Record.

Authors of accepted digests will be invited to submit an extended paper for review and possible inclusion in a special issue of COMPEL Journal. Papers not presented by one of the authors at the Symposium will not be considered for selection.

Digests should be posted via the internet by **January 16, 2009**, through the EMF 2009 web site at the following address:

<http://www.aimontefiore.org/emf2009/>

Papers should include an abstract not exceeding 100 words. The digests should not exceed **two double column pages**, including figures, tables and references.

Preliminary acceptance will be notified by March 2, 2009.

II. TECHNICAL INFORMATION

These instructions are prepared in the style and format to be used. Templates for both Microsoft Word and Latex can be downloaded from the EMF 2009 web site. The preferred electronic format for the papers is Adobe PDF. Microsoft Word files are also accepted.

All the digests must be submitted in **English**. The use of grammar and spell checkers is strongly recommended.

A. Format

Please make use of legal-size paper A4 (297x210 mm). In formatting your page, set top and bottom margins to 20 mm and left and right margins to 18 mm.

Do not number the pages.

The column width is 84,5 mm, the space between 2 columns being 5 mm. Left and right justify your columns. Use 3.5 mm for paragraph indentation. On the last page of your paper, try to adjust the length of the two columns so that they are the same.

B. Type sizes

Make use of a proportional serif typeface such as Times New Roman. The type sizes used in this instruction sheet are shown in Table I. Follow these types as closely as you can.

TABLE I. TYPE SIZES AND APPEARANCE

Times New Roman	Type Size	Appearance
Title	14 pts	bold
Authors' Names, Main Text	10 pts	
Authors' Affiliation	9 pts	
Abstract	9 pts	bold
SECTION TITLES	10 pts	UPPERCASE
<i>Subheadings</i>	10 pts	<i>italic</i>
Equations	10 pts	
Tables, Figure captions	8 pts	
TABLE CAPTIONS	8 pts	SMALL CAPS
Footnotes, References	8 pts	

Spacing: Use single spacing. Titles, authors' names, affiliation, section titles, figures, tables, captions and equations should be centered and separated by empty lines.

Numbering sections: Section Titles should be numbered with roman numbers: I, II, etc. Subsection Titles should be numbered with capital letters: A, B, etc. If unavoidable, print 'subsubsection' titles with the same style as subsection titles but run into the text.

C. Equations

When numbering equations, enclose numbers in parentheses and align with the right margin of the column as in (1).

$$\text{curl } \mathbf{e} = -\partial_t \mathbf{b} \quad (1)$$

Be sure that the symbols in your equation have been defined before the equation appears or immediately following.

D. Figures and tables

Figures and tables should be inserted in the text. Figure captions should be below the figures as shown in Fig. 1; table captions should be above the table as shown in Table I. When referring to a figure use Fig. For numbering of tables use roman numerals as demonstrated in Table I.

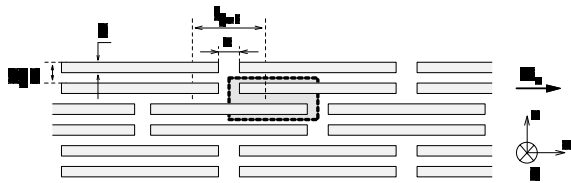


Fig. 1. This is a figure caption.

E. References

The list of references should appear at the end of the article. Number citations consecutively in squared brackets [1]. When citing them in the text, type the corresponding reference number in square brackets [1]. Below we have listed some references according to the numeric sequential system [1-3].

F. Footnotes

A footnote appears at the bottom of the page to which the note applies.

Acknowledgments, if required, should appear as a footnote in the first page.

III. FURTHER INFORMATION

Any question concerning the preparation of papers may be addressed to the EMF 2009 Secretariat (e-mail: info@aim.skynet.be).

All information is also available at:
<http://www.aimontefiore.org/emf2009/>

REFERENCES

- [1] A. Author and B. Author, "Title of paper", in *Proceedings conference*, AIM, vol. 1, pp. 111-123, 2015.
- [2] A. B. Author, *Book Title*, Edition, Publisher, City (1999), pp. 122-124.
- [3] C. Author, "Title of the paper", *Journal Name Abbr.*, vol. 13, no. 2, pp. 133—139, 1999.