Title (Title Style)

Author Name(s) (do not put prefixes, titles, or job description such as Dr., CEO, lab manager, etc.); Professional Affiliation; City, State/Country (Author Style)

Abstract

Please include a brief abstract of this paper. Avoid using figures or equations in the abstract.

Overall Document Guidelines: Head

Use this template or clear your own document of any fonts other than Times New Roman, Arial, and Symbol. The paper should be formatted using the tags provided in the template, i.e., title, author, head, subhead, tertiary Head, body copy, eq./fig., references, etc. in a 2 column format on 8.5 × 11 inches (US letter-size paper; 21.6 cm × 27.9 cm).

Set the left and right margins to .75 inch (1.90 cm), and the top and bottom margins to 1.0 inch (2.54 cm). Set the document to a 2-column format with column widths set at 3.38 inches (8.57 cm) and the gutter—the space between columns— at .25 inch (.635 cm).

Please do not place headers, footers or page numbers in your paper. That information is inserted when we assemble the proceedings.

Graphics and Equations

Graphics and equations should fit within one column (approximately 3.38 inches wide), but full width (7”) figures are also acceptable. Equations, figures and figure captions each have their own style tags. Number equations using parentheses flush right as shown below.

IS&T + members × Confs. = Success (1)

PNG, JPEG, and TIFF graphics are all acceptable formats. Please be sure that any of these formats are at least 300 pixels per inch to enable clear printing.

EPS format is also acceptable for vector graphics, but please convert text to outlines to avoid unexpected font changes.

We strongly encourage authors to print a copy of their manuscript to proofread it. If the figures are low resolution, it will be easy to detect in a printout. All figures should be cited in the text (see Fig. 1).

Helpful Hints and Style Tags: Subhead

Tertiary Heading

4th level heading

For a complete listing of the style tags for use in this template refer to Table 1. These are the style tags for conference proceedings; if you use the wrong template/style tags your paper will be sent back to you to be reformatted. All forms and templates related to the publication of conference papers are available from

www.imaging.org

Select the specific conference and download the Authors Kit. The template may vary from one conference to another.

This template is set up for MS Word, but you may recreate it in other text programs, including LaTEX. After keying the text into a word file, apply the style tags. Please check the paper carefully to confirm that the styles have been applied correctly, then print it out and double check to ensure that the paper appears as intended.

Style Tag Table: Table head

|  |  |
| --- | --- |
| 1. Title | 18 pt Times New Roman Bold, flush left; line spacing exactly at 22 pt; 11 pt. after |
| 2. Byline: Author/Affiliation | 8 pt. Arial Bold Italic, flush left; line spacing exactly at 11 pt; 22 pt. after |
| 3a. Head | 11 pt. Arial Bold, flush left; single spaced. Eleven pts before. |
| 3b.Head no space above | 11 pt. Arial Bold, flush left; single spaced. Zero pts before. This style is used to force the alignment of columns when a heading appears at the top of one of one. |
| 4. Subhead | 10 pt. Arial Bold Italic, flush left; single spaced. Spacing at 6 pt before. |
| 5. Tertiary head | 10 pt. Times New Roman Bold Italic, flush left; line single spaced.. Spacing at 11 pt before. |
| 6. 4th Level Heading | 10 pt. Times New Roman Bold, flush left; single spaced. Spacing at 2 pt before. |
| 7. Abstract  | 9 pt. Times New Roman Italic, justified; indent first line by .25”; single spaced; spacing at 6pt after |
| 8.0. Body text | 9 pt Times New Roman, justified; indent first line by .25”; single spaced. Non-justified body text may be used if justification is inappropriate. |
| 9.0 Equation | Equation flush left, equation number flush right. Base font of equation in 9 pt. |
| 9.1 Figure | Flush left single spaced. Spacing at 6pt after. Keep with next. |
| 9.2 Figure caption | 7 pt. Arial Italic, flush left; single spaced; spacing at 22 pt after.Bold the word “figure” and the figure number.  |
| 10. Table head | 8 pt. Arial Bold, flush left; single spaced. Spacing at 11 pts before, 6 pts after. |
| 11. Table text | 9 pt Arial; single spaced no space before or after (must be put in manually if needed) |
| 12.1 List, bullet | 9 pt Times New Roman, hanging indent at 0.25”. No space before or after each item. Add a hard return at the end of the bullet list. |
| 12.2 List, numbered | 9 pt Times New Roman, hanging indent at 0.25”. No space before or after each item. Add a hard return at the end of the list. |
| 13. References | 8 pt Times New Roman, flush left; line spacing exactly at 11 pt; no space before or after; hanging indent at .25. If using MS Word Citation tools, Use IEEE Reference Style. Square brackets [ ] should be used to offset reference numbers. |
| 14. Author Bio text | 8 pt. Times New Roman Italic; line spacing exactly at 10 pt; 6 pt after. |

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Submit the following for review:

1. A 4-6 page draft PDF version of your manuscript.

 Submit the following after acceptance:

1. A final PDF of your manuscript.
2. Your source MS Word file.
3. Transfer of copyright form.

Please contact IS&T with any questions or requests for assistance in helping prepare the paper. We look forward to having your paper presented at the conference and published in the conference proceedings.

Document Specs: Table Head

|  |  |
| --- | --- |
| Paper Size | 8.5 × 11 in. (21.6 cm × 27.9 cm) |
| Left/right margin | .75 in (1.90 cm) |
| Top/bottom margin | 1.0 in (2.54 cm) |
| Columns | 2 at 3.38 in. (8.57 cm) wide.Spacing between columns: .25 in. (.635 cm) |



**Figure 1.** IS&T logo (note the use of bold and italics)

 (2)

Reference Preparation

Note that for references a tab should be placed between the reference number and information; a hanging tab is set to .25 inches. Samples for references styles are shown below. Reference [1] style should be used for books, Reference [2] style should be used for Journals, and Reference [3] style should be used for Proceedings.

If you use Microsoft Word’s tools for tagging references, please use IEEE style and then format the style tag “-IS&T 11. Reference Created using Word Automation.” If you create your reference list manually, use the style “IS&T 11a. References – Manually Created.” The latter is a modified version of a numbered list. The end result should look like the sample below.

References

1. J. Doe, Sample Book, Springfield VA: IS&T, 1999.
2. T. Jones, "Sample Journal Article," Jour. Imaging Sci. and Technol., vol. 53, no. 1, pp. 1-5, 2009.
3. J. Smith, "Sample Conference Paper," in Twenty First Color and Imaging Conference: Color Science and Engineering Systems, Technologies, and Applications, Albuquerque, New Mexico, 2013.

Author Biography

Please submit a brief biographical sketch of no more than 75 words. Include relevant professional and educational information as shown in the example below.

Jane Doe received her BS in physics from the University of Nevada (1977) and her PhD in applied physics from Columbia University (1983). Since then she has worked in the Research and Technology Division at Sample Company in , NY. Her work has focused on the development of toner adhesion and transport issues. She is on the Board of IS&T.