

L^AT_EX Paper Template for OPAL 2009

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Abstract

This is the L^AT_EX template. It tells you how to format your OPAL 2009 paper. Use this template in association with the `opal09.sty` style file. A real abstract should be 150-200 words.

Keywords: OPAL, L^AT_EX, formatting.

1. Introduction

This template includes all the information about formatting manuscripts for the 1st International Workshop on Dynamic Modeling of the Oral, Pharyngeal and Laryngeal Complex for Biomedical Applications (OPAL-09). Please follow these guidelines to give the final proceedings a uniform look. If you have any questions, please contact the Workshop Organizers.

This template can be downloaded from the OPAL 2009 web site:
www.magic.ubc.ca/artisynth/pmwiki.php?n=OPAL.Workshop2009

It is recommended that you print your paper before submission. Check that all the figures are high quality and easily viewed. Check the spelling and grammar before submission. Ensure that you have not exceeded the maximum page limits (8 pages).

Each paper should be written uniformly in English. Furthermore, your paper may be improved by having it proof-read by someone other than the main author, especially if the main author is not a native English speaker.

The proceedings are the records of the workshop. OPAL-09 hopes to give these workshop by-products a single, high-quality appearance. To do this, we ask that authors follow some simple guidelines. In essence, we ask you to make your paper look exactly like this document. The easiest way to do this is simply to download this template and replace the content with your own material.

2. Using this template

This template and the associated style file take care of the formatting for L^AT_EX documents.

As you have noticed by now, paragraphs are generated in L^AT_EX by leaving a blank line in between two paragraphs.

3. Format Guidelines

Again, this template is designed to achieve consistent formatting. The intended formatting is described in this section.

3.1. Page Size

The proceedings will be printed on letter-size (paper (21.6 × 27.9 cm or 8.5" × 11")). All material on each page should fit within a rectangle of 17.78 × 22.86 cm (7" × 9"), centered on the page, beginning 2.54 cm (1") from the top of the page and ending 2.54 cm (1") from the bottom. The right and left margins should be 1.9 cm (.75"). The text should be in two 8.4 cm (3.3") columns with a 1 cm (.4") gutter. When you print your document, *be sure to select Letter size paper for the printer.*

3.2. Normal or Body Text

This template uses a 10-point Times New Roman font. Use sans-serif or non-proportional fonts only for special purposes, such as distinguishing source code text. Paragraphs should be flush left. Right margins should be justified, not ragged. The first text paragraph after a heading is *not* indented.

3.3. Title and Authors

The title (Times New Roman, 15-point bold, style name "Title"), authors' names (Times New Roman, 12-point, style name "Author"), affiliations (Times New Roman, 10-point, style name "Affiliation") and email addresses (Courier New, 10-point, style name "Email") run across the full width of the page. Authors' names are centered. The lead author's name is listed first (left-most), and the co-authors' names after. If the addresses for all authors are the same, include the address only once, centered. If the authors have different addresses, put the addresses, evenly spaced, under each author's name. If several authors have similar email addresses, they may be listed together, e.g.:

john.smith,peter.jones@uni.edu.

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OPAL-09, June 26-27, 2009, Vancouver, BC, CA.
Copyright remains with the author(s).

Table 1. Table captions should be placed above the table.

Graphics	Top	In-between	Bottom
Tables	End	Last	First
Figures	Good	Similar	Very well

3.4. Abstract and Keywords

The abstract is created using the \LaTeX Abstract environment. The 150-200 word abstract is optionally followed by keywords, using the \LaTeX Keywords environment.

3.5. First Page Copyright Notice

Please insert the copyright notice as shown on the first page. It should be typeset in 8-point Times Roman (or similar font), in a box the width of the column at the bottom of the column.

3.6. Subsequent pages

For pages other than the first page, start at the top of the page, and continue in double-column format. The two columns on the last page should be as close to equal length as possible.

3.7. Citations and References

All bibliographical references should be listed at the end, inside an unnumbered section named “References” (heading style is “References Heading”). References themselves are numbered in the order of their first appearance in the text and fill the entire width of the column. All references listed should be cited in the text. References should be formatted in the IEEE style. Examples can be found in the References section of this document, and also on the web, for example here:

<http://www.lib.unimelb.edu.au/cite/ieee/>

When referring to a document, type the number in square brackets [1]. Better yet, use \LaTeX ’s cross-reference facility to number references automatically (for an example, see the template source code for this paragraph).

3.8. Page Numbering, Headers and Footers

Do not include headers, footers, or page numbers in your submission. These will be added when the publications are assembled.

4. Section Headings

Main section headings are paragraphs of style “Heading 1.” The heading of a section should be in Times New Roman 12-point bold, with initial letters capitalized, flush left with 6 points of white space above the section head and 4 points below. Sections and subsequent sub-sections should be numbered and flush left. (Note: In headings, a word like “the” or “a” is not capitalized unless it is the first word.)

4.1. Subsections

The subsection headings should be in Times New Roman 10-point bold with only the initial letters capitalized, flush left, with 6 points of white space above and 3 points below. For a section and subsection head together (as in Section 5.1) using this template, you should increase the separation by inserting the command `\vspace*{0.4em}` (see the template source code).

By the way, the previous paragraph has a reference to another section. Note that “Section” in “Section 5.1” is capitalized.

4.1.1. Subsubsections

The heading for subsubsections should be in Times New Roman 10-point italic with initial letters capitalized and 6 points of white space above the subsubsection head and 3 points below. Do not use deeper nesting (subsubsubsections)! Are you writing a paper or an outline?

5. More Numbered Text

5.1. Footnotes

Indicate footnotes with a number ¹ in the text. Use 9-point type (the “small” font size) for footnotes. Place the footnotes at the bottom of the page on which they appear. Precede the footnote with a 0.5pt horizontal rule.

5.2. Figures/Captions

Place Tables/Figures/Images in text close to the reference (see Figure 1). It may extend across both columns to a maximum width of 7 inches (17.78cm).

Captions should be Times New Roman 9-point bold and numbered, e.g. “Table 1” or “Figure 2.” Please note that the words for Table and Figure are spelled out. Figure captions should be centered beneath the image or picture, and Table captions should be centered above the table body (note how this is done in the examples).

5.3. Equations

Equations should be placed on separated lines and numbered. Using the following form you achieve numbered equations automatically.

$$E = mc^2 \tag{1}$$

6. Final Words

Embed all fonts, especially any unusual ones, when converting to PDF. Make sure you select Letter size paper as the output format with scaling turned off or set to 100%. Print your PDF file and check it.

Check grammar and spelling throughout the document. It may help to have a native English speaker proofread the document before submission.

Finally, be sure that the reader can grasp the importance of your work to the field.

¹ This a footnote

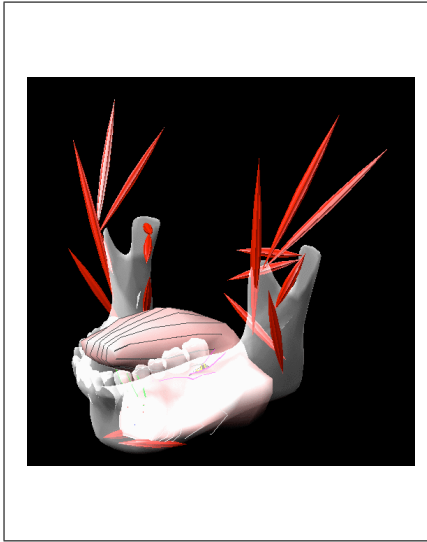


Figure 1. Figure captions should be placed below the figure.

7. Acknowledgments

This template is based on designs used by ACM and in particular ISMIR 2006 as well as the NIME-09 template.

References

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