

Guidelines for the Preparation of a Manuscript for ICEE 2012

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Abstract: This paper provides guidelines for the preparation of manuscripts for the 20th Iranian Conference on Electrical Engineering (ICEE 2012) to be held at the University of Tehran in May 2012. This paper itself is an example of the desired format. Formats for equations, tables and references are also presented.

Keywords: Conference publication format, guide to authors.

1. Introduction

It is our aim to produce uniform conference proceedings. We would therefore appreciate it very much if you would prepare your paper in accordance with the following guidelines. Papers will not be accepted for process if they are not prepared in accordance with the required format.

Proportional-spaced fonts (e.g. Roman or equivalent) should be used in the main body text. Please try to avoid using mono-spaced fonts (e.g. Courier). Font sizes are specified in TABLE I.

2. Format

Each manuscript is to be submitted electronically in Pdf format through the ICEE2012 website (icee2012.ut.ac.ir) online paper submission system. The length of the paper is limited to six pages. Your paper should be submitted on A4 (210 mm x 297 mm) page and typed in a two-column format as shown in this template.

2.1 Title Block

The paper title should be typed with the first character in every word in capital letters, centred at the first page. The title should be bold printed and should not be underlined. The name(s) of the author(s) and author affiliation(s) should be centered, with the first character in every word in capital letters.

In the end of the title block and after the author affiliation(s) the author's e-mail address must be written.

2.2 Abstract and Keywords

A meaningful and concise abstract is required. The abstract should not exceed 200 words. The authors should

also select up to five keywords to supplement the title reflecting the subject matter.

2.3 Headings

Main headings (first order headings) should be centered. There should be the space of 8 pt before and the space of 4 pt after the main heading.

Second order headings should commence at the left-hand margin of the column. There should be the space of 4 pt before and the space of 2 pt after the second order heading.

Third order headings should commence at the left-hand margin of the column. There is no space before or after the third order heading.

First and second order (or main) headings should be typed with the first character in every word capitalised, and boldfaced. Third order headings should be typed with the first character in every word capitalised, in the italic format.

3. Other Requirements

3.1 Figures and Tables

Figures and tables can occupy either one or two columns. Large figures, one column figures, should be placed at top or bottom of the page. Small figures, fitted in a column, could be placed wherever in the text.

Figures caption should be placed at the bottom of the figure. If the caption occupies only one line, it should be centered; otherwise, it should commence at the left-hand margin of the column. Figures should be numbered continuously with Arabic numbers.

Fig. 1 is an example of two column figure, while Fig. 2 is an example of one column figure.



Fig. 1: A figure fitted in a column



Fig. 2: A figure spanning two columns

Tables could be placed in one or two columns, the same as figures.

Tables caption should be placed at the top of the figure and should be spaced from the table by 6 pt. If the caption occupies only one line, it should be centered; otherwise, it should commence at the left-hand margin of the column. Tables should be numbered continuously with Roman numbers.

TABLE I is an example of a table. It also illustrates the font sizes preferred. The entire paper will be printed in black and white. Hence, please incorporate figures and tables in black and white only.

TABLE I: Font Sizes in Times New Roman

Usage	Size
Main Title	16 pt Bold
Author(s) Name(s)	11 pt
Affiliation(s)	10 pt
Main Headings	10 pt Bold
Second Order Headings	10 pt Bold
<i>Third Order Headings</i>	<i>10 pt Italic</i>
<i>Abstract</i>	<i>9 pt Italic</i>
Text Body	10 pt
Figures and Tables Captions	8 pt
Subscripts and Footnotes	8 pt
References	8 pt

3.2 Equations

Equations should be in italics and symbols, and should be clearly numbered. Reference to the equations should be in the form of "Equation (2)". For example, Equation (1) is Nobody's Law.

$$\begin{bmatrix} r_{\text{out}} \\ r'_{\text{out}} \end{bmatrix} = \begin{bmatrix} A & B \\ C & D \end{bmatrix} \begin{bmatrix} r_{\text{in}} \\ r'_{\text{in}} \end{bmatrix} \quad (1)$$

There should be the space of 6 pt before and after each equation.

3.3 References

Citation of the references should be made within square brackets. For example, book reference [1] and other references [2,3] are listed at the end of the paper. The referring should be done due to IEEE Standard.

The International System of Units should be used. Please try to balance the height of the two columns on the last page of the paper.

Acknowledgements

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References

References are important to the reader; therefore, each citation must be complete and correct. There is no editorial check on references; therefore, an incomplete or wrong reference will be published unless caught by a reviewer or discussor and will detract from the authority and value of the paper. References should be readily available publications.

List only one reference per a reference number. If a reference is available from two sources, each should be listed as a separate reference. Give all authors' names; do not use *et al.*

Samples of the correct formats for various types of references are given below.

Periodicals:

- [1] J. F. Fuller, E. F. Fuchs, and K. J. Roesler, "Influence of harmonics on power distribution system protection," *IEEE Trans. Power Delivery*, vol. 3, pp. 549-557, Apr. 1988.
- [2] E. H. Miller, "A note on reflector arrays," *IEEE Trans. Antennas Propagat.*, to be published.
- [3] R. J. Vidmar. (1992, Aug.). On the use of atmospheric plasmas as electromagnetic reflectors. *IEEE Trans. Plasma Sci.* [Online]. 21(3), pp. 876-880. Available: <http://www.halcyon.com/pub/journals/21ps03-vidmar>

Books:

- [4] E. Clarke, *Circuit Analysis of AC Power Systems*, vol. I. New York: Wiley, 1950, p. 81.
- [5] G. O. Young, "Synthetic structure of industrial plastics," in *Plastics*, 2nd ed., vol. 3, J. Peters, Ed. New York: McGraw-Hill, 1964, pp. 15-64.
- [6] J. Jones. (1991, May 10). *Networks*. (2nd ed.) [Online]. Available: <http://www.atm.com>

Technical Reports:

- [7] E. E. Reber, R. L. Mitchell, and C. J. Carter, "Oxygen absorption in the Earth's atmosphere," Aerospace Corp., Los Angeles, CA, Tech. Rep. TR-0200 (4230-46)-3, Nov. 1968.
- [8] S. L. Talleen. (1996, Apr.). The Intranet Architecture: Managing information in the new paradigm. Amdahl Corp., Sunnyvale, CA. [Online]. Available: <http://www.amdahl.com/doc/products/bsg/intra/infra/html>

Papers Presented at Conferences (Unpublished):

- [9] D. Ebehard and E. Voges, "Digital single sideband detection for interferometric sensors," presented at the 2nd Int. Conf. Optical Fiber Sensors, Stuttgart, Germany, 1984.
- [10] Process Corp., Framingham, MA. Intranets: Internet technologies deployed behind the firewall for corporate productivity. Presented

at INET96 Annu. Meeting. [Online]. Available:
<http://home.process.com/Intranets/wp2.htm>

Papers from Conference Proceedings (Published):

- [11] J. L. Alqueres and J. C. Praca, "The Brazilian power system and the challenge of the Amazon transmission," in *Proc. 1991 IEEE Power Engineering Society Transmission and Distribution Conf.*, pp. 315-320.

Dissertations:

- [12] S. Hwang, "Frequency domain system identification of helicopter rotor dynamics incorporating models with time periodic

coefficients," Ph.D. dissertation, Dept. Aerosp. Eng., Univ. Maryland, College Park, 1997.

Standards:

- [13] *IEEE Guide for Application of Power Apparatus Bushings*, IEEE Standard C57.19.100-1995, Aug. 1995.

Patents:

- [14] G. Brandli and M. Dick, "Alternating current fed power supply," U.S. Patent 4 084 217, Nov. 4, 1978.