

# PREPARATION OF PAPERS FOR EMECS'11 – SEACOASTS'26 CONFERENCE PROCEEDINGS

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**Abstract.** These instructions give you basic guidelines for preparing papers for conference proceedings.

*Key words: paper, conference proceeding*

## I. INTRODUCTION

Your goal is to simulate the usual appearance of papers in *EMECS'11-SeaCoasts'26 Conference Proceedings*.

### *Preparing your Electronic Paper*

Prepare your paper in full-size format, on A4 paper. Full paper should not contain more than 10 pages.

*Type Sizes and Typefaces:* Follow the type sizes specified in Table I. As an aid in gauging type size, 1 point is about 0.35 mm. The size of the lowercase letter “j” will give the point size. Times New Roman is the font of paper.

Table 1. Type sizes for papers

Kind of text	Position	Paragraph indentation, mm	Type size (pts.)	Bold	Italic	Caption
Main text	Left- and right-justify	12.5	12			
Paper title	Centered	0	14	+	+	+
Authors' information	Centered	0	12	+	+	
Abstract	Left- and right-justify	0	12	+		
Key words	Left- and right-justify	0	12		+	
Section title	Centered	0	12			+
Section name	Left- and right-justify	12.5	12		+	
Table name	Left- and right-justify	0	12			
Figure name	Centered	0	12		+	

*A4 Margins:* top = 20 mm, bottom = 20 mm, left side = 30 mm, right side – 15 mm. Paragraph indentation is 12.5 mm.

Left- and right-justify your text. Use automatic hyphenation and check spelling.

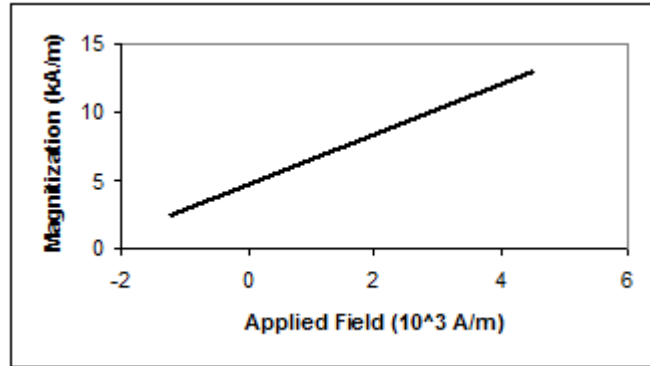
### *Figures and Tables*

Tables and figures may be full-page width or may be partial page width, but anycase centered on the page, without wrap on either side.

Figure captions should be centered below the figures. Table captions should be centered above. Avoid placing figures and tables before their first mention in the text. Use the abbreviation “Fig. 1,” even at the beginning of a sentence.

Figure axis labels are often a source of confusion. Use words rather than symbols. For example, write “Magnetization,” or “Magnetization (M)” not just “M.” Put units in parentheses. Do not label axes only with units. Do not label axes with a ratio of quantities and units. For example, write “Temperature (K),” not “Temperature/K.”

Figure labels should be legible, about 10-point type.



*Fig. 1. Magnetization as a function of applied field. Note how the caption is centered beneath the figure.*

### *Equations*

Number equations consecutively with equation numbers in parentheses flush with the right margin, as in (1). To make your equations use the Microsoft Equation 3.0 and higher. Use parentheses to avoid ambiguities in denominators. Punctuate equations with commas or periods when they are part of a sentence, as in

$$A = \sum_{i=1}^n \frac{B_i}{\sqrt{c_i}} \quad (1)$$

Symbols in your equation should be defined before the equation appears or immediately following. Use “(1),” not “Eq. (1)” or “equation (1),” except at the beginning of a sentence: “Equation (1) is ...”.

### *References*

Number citations consecutively in square brackets [1]. Punctuation follows the bracket [2]. Refer simply to the reference number, as in [3]. Use “Ref. [3]” or “Reference [3]” at the beginning of a sentence: “Reference [3] was the first ...”

Give all authors’ names; use “et al.” if there are six authors or more. Papers that have not been published, even if they have been submitted for publication, should be cited as “unpublished” [4]. Papers that have been accepted for publication should be cited as “in press” [5]. In a paper title, capitalize the first word and all other words except for conjunctions, prepositions less than seven letters, and prepositional phrases.

For papers published in translated journals, first give the English citation, then the original foreign-language citation [6].

#### *Abbreviations and Acronyms*

Define abbreviations and acronyms the first time they are used in the text, even if they have been defined in the abstract. Do not use abbreviations in the title unless they are unavoidable.

#### *Other Recommendations*

The Roman numerals used to number the section headings are optional. Hyphenate complex modifiers: “zero-field-cooled magnetization.” Avoid dangling participles, such as, “Using (1), the potential was calculated.” Write instead, “The potential was calculated using (1),” or “Using (1), we calculated the potential.”

Use a zero before decimal points: “0.25,” not “.25.” Use “cm<sup>3</sup>,” not “cc.” Do not mix complete spellings and abbreviations of units: “Wb/m<sup>2</sup>” or “webers per square meter,” not “webers/m<sup>2</sup>.” Spell units when they appear in text: “...a few henries,” not “...a few H.” If your native language is not English, try to get a native English-speaking colleague to proofread your paper. Do not add page numbers.

## II. UNITS

Use SI (MKS) as primary units. English units may be used as secondary units (in parentheses). An exception would be the use of English units as identifiers in trade, such as “3.5-inch disk drive.”

## III. SOME COMMON MISTAKES

The word “data” is plural, not singular. The subscript for the permeability of vacuum  $\mu_0$  is zero, not a lowercase letter “o.” In American English, periods and commas are within quotation marks, like “this period.” A parenthetical statement at the end of a sentence is punctuated outside of the closing parenthesis (like this). (A parenthetical *sentence* is punctuated within the parentheses.) A graph within a graph is an “inset,” not an “insert.” The word *alternatively* is preferred to the word “alternately” (unless you mean something that alternates). Do not use the word “essentially” to mean “approximately” or “effectively.” Be aware of the different meanings of the homophones “affect” and “effect,” “complement” and “compliment,” “discreet” and “discrete,” “principal” and “principle.” Do not confuse “imply” and “infer.” The prefix “non” is not a word; it should be joined to the word it modifies, usually without a hyphen. There is no period after the “et” in the Latin abbreviation “et al.” The abbreviation “i.e.” means “that is,” and the abbreviation “e.g.” means “for example.” An excellent style manual for science writers is [7].

## IV. ACKNOWLEDGMENT

Try to avoid the stilted expression, “One of us (R. B. G.) thanks ...” Instead, try “R.B.G. thanks ...”

## V. REFERENCES

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