

**General Instructions for Authors\***  
**(Review Volume — Multiple Authors)**

1. Authors may use the following software to prepare their manuscripts:

- (a) LaTeX2e
- (b) MS Word

2. **Illustrations and images**

Please prepare all line drawings, halftones (gray scale) and colour illustrations in high resolution. The requirements are:

- (a) 600 dpi for line drawings (black and white)
- (b) 300 dpi for halftones (gray scale). Do not convert from colour images as they reproduce very poorly.
- (c) 300 dpi for colour images. Must be in CMYK (Cyan, Magenta, Yellow and Black) for colour separation. RGB (Red, Green and Blue) is unacceptable for colour separation work. Colour images to be printed in colour are allowed only as agreed in the contract. Images to be printed in Black & White are to be supplied in Black & White format. Colour conversion done by the publisher sometimes can introduce colour shifts and image deterioration which will adversely affect the final image print.
- (d) Ensure all labels/annotations are sharp and clear for reproduction.  
For vector drawings (EPS or PDF), embed all used fonts.  
Easy-to-read typeface/font like Arial, Helvetica or Times Roman is recommended for the labels.
- (e) To provide softcopy of the illustrations in either eps, ps, tif, jpg, gif or bmp format, preferable on a PC platform. All illustrations should be embedded in the text. At the same time provide the illustrations as individual files. Use the correct file names for each illustration, for example, John\_fig1.eps, John\_fig2.eps, or John\_fig1.tif, John\_fig2.tif.
- (f) If softcopies are not available, authors are requested to submit good original glossy prints for clear reproduction. Figure number must be clearly labelled on the back and preferably indicate which side of the figure is the top by using an arrow pointing upwards.

3. **Camera-ready copy (CRC) manuscripts**

Please submit a sample chapter using our template as early as possible to our desk editor for reviewing purposes. We will evaluate your sample and make any necessary suggestions to assist smooth production of your book.

For authors who are submitting their manuscripts in CRC form, (whether in pdf files or PostScript files) please ensure all postscript fonts, i.e. Type 1 fonts are embedded. Bitmap fonts, eg. Type 3 fonts are not readable on the screen and the search functions will not be made available. When creating PDF files using Adobe Acrobat, please make sure that “Press Optimized” setting is selected.

Authors may supply pdf files either in CD-ROM, ZIP disk, or upload to our ftp site:  
<ftp://ftp.wspc.com.sg/incoming/>

Before using ftp, it is best to inform the publisher or desk editor in advance.

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\* Authors submitting reformat manuscripts need only to pay attention to point 3.

Authors are advised to break the pdf files into individual chapter files, etc. For example,

Preface.pdf  
Contents.pdf John1.pdf  
(chapter 1) John2.pdf  
(chapter 2) etc.  
Index.pdf

#### 4. Miscellaneous

- (a) Please ensure that quotation marks are paired correctly, e.g. “good quotes” rather than ”bad quotes”.
- (b) Italicized words should not be done in TeX’s math mode when using TeX and LaTeX2e. This will result in unusual character spacing. Use the proper control sequence of “\it”.
- (c) Use a hyphen (-) for compound words (e.g. ‘two-dimensional’), an en-dash (–) to link numbers, nouns or names (e.g. 220–240 Volts, electron–positron collisions, Einstein–Rosen–Podolsky paradox), and an em-dash (—) to link sentences or clauses — this is what we would regard as a ‘normal’ dash.
- (d) Note this set of common abbreviations:

Equation(s)	—	Eq./Eqs.
Figure(s)	—	Fig./Figs.
Reference(s)	—	Ref./Refs.
Section(s)	—	Sec./Secs.

Please spell in full if any of the above is the first word of the sentence.
- (e) Latin words are italicized, e.g. *et al.*, *a priori*, *in situ*, *ibid.* *etc.*