



Support

[Home](#) [PIN](#) [Login](#) [Support](#) [Test your pdf document](#)

Support
menu

[Overview](#)

[Compliance](#)

[Page/Font/File
Settings](#)

[LaTeX
Support](#)

[MS-
Word
Support](#)

[Upload
Help](#)

[Copyright
Transfer](#)

[FAQ](#)

Important Information for Manuscript Preparation – Overview

New: Compliant Conversion

For selected conferences, the system now offers conversion of Word and LaTeX files of the manuscript and the system converts them to compliant pdf.

It is the author's responsibility to make sure that the manuscript conforms to the following requirements:

- Be sure to use the templates provided by the conference while preparing the manuscript.
- Follow the conference instructions concerning paper size, number of pages, and font size.
- Do not use oriental fonts and Type 3 fonts.

Depending on the conference, the following level of compliant conversion is required:

1. **Compliant conversion of Word and LaTeX source files.** After the author submits the manuscript, the system converts it to compliant pdf. If the author has submitted a Word or LaTeX file, the system converts it to compliant pdf if necessary.
2. **Compliant conversion of pdf files only.** Authors still need to prepare the manuscript, satisfying all technical requirements regarding pdf version and font size.
3. **No compliant conversion.** Authors need to prepare their own pdf file.

Every paper that is submitted is tested for conformance to the manuscript requirements and compliance using the Pdf Test provided by the system.

Caution. Be sure to inspect every file that was converted by the system for compliance.

Manuscript requirements

The conference manuscript submission system imposes several requirements on the author, which may cause some inconvenience. Most of these requirements are based on IEEE requirements (e.g. page limits) are set by individual conferences. Please see the conference instructions for more details. Briefly,

- All fonts must be embedded in the file.
- Fonts that require non-English language support are not allowed.
- Two-column format in the IEEE style is required for final submission.
- For IEEE conferences, the paper size for final submission must be Letter or A4, depending on the conference requirement.
- The document margins must satisfy the printer's requirements.
- The number of pages and the file size must satisfy the conference requirements.
- The document should not have any password protection.

Before you start

Before preparing your manuscript, you are urged to read the following sections:

1. [Compliance](#) to better understand what the pdf compliance requirements are.
 2. [Page/Font/File Settings](#) to begin preparing the document.
 3. Depending on how you are preparing your manuscript,
 - a. [LaTeX Support](#) or
 - b. [MS-Word Support](#),
-

Here you will find template files for your conference and instructions

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1. ["Font" Not embedded error](#): Encountered in both LaTeX and Word d
2. [Bitmapped Font error](#): Typically encountered using LaTeX. See also
3. [Oriental Language Font error](#): Typically encountered using Word.



We have noticed that a few software packages invariably break down the c Please note that using these packages will likely delay preparation of confe

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