

GUIDELINES FOR AUTHORS FOR PAPERS SUBMITTED TO THE 1996 LINAC CONFERENCE

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Abstract

A copy of the abstract should be the first paragraph of the paper.

Introduction

This document reproduces the recommendations for the format and appearance of the papers for Linac 96. There is one major innovation for the proceedings this year in that electronic publishing on WWW and CD-ROM will be tried out in parallel with the traditional paper version. Electronic publishing will require extra work from the authors as well as a certain discipline. The results should be worth the effort and will give a wider dissemination of the proceedings.

Authors are encouraged to use **MS-Word** in one of its many available versions for PC or Mac to produce the manuscripts. If the word processing packages used be accepted (Word Perfect, FrameMaker, LaTeX, etc.) but in this case please contact the proceedings editors.

Additional information and templates can be found at: <http://www.cern.ch/Linac96/Proceedings/Proceedings.html/>.

Manuscript

Manuscripts must be in English and printed on one side

(8.5 x 11 in.) paper. There should be two columns per page with each column 8.9 cm (3.5 in.) wide separated by 0.4 cm (0.17 in.) and each column 24.1 cm (9.5 in.) high except on the first page. The left/right margins must be balanced around the text as should the top/bottom margins.

Times font

the text except for mathematical symbols which use **Symbol** font. The main text should be in 10 point and result in between 6 and 8 lines of text per inch. References may be typed in 9 point. Standard proportional fonts are supplied with copy of your manuscript which will be reproduced full size in Section Headings

Texts are to be in boldface centered one line with before and after the heading.

Texts

Texts are to be in boldface and left justified. One clear line before and after the subheading.

Sub-subheading should be indented and one clear line before a sub-subheading and the text on the same line as the sub-subheading.

Figures and tables as near as possible to the first

References

References must be cited in the text [1] and listed in a section called "References" at the end of the paper. References should be numbered sequentially in the text

Equations

Each equation should be centered on a separate line. Word processed equations are preferred. Hand lettering can be used but there is no guarantee that these equations will be inserted into the electronic versions. Equation numbers must be sequential and appear at the right hand margin of the column. For the electronic version we request GIF or EPS images of the equation blocks to avoid corruption of your work.

Page Numbers

Number each page lightly on the back with a blue pencil with the paper number and page number (no page numbers on the printed text).

Electronic Version

For the electronic versions of the Proceedings, we ask:

1. the source file of the contribution with embedded figures.

2. GIF (or eventually EPS) format files of figures, complex tables and equations included in the paper. These will be used to produce the HTML version of the paper for the WWW. There are a number of public domain programs to extract and manipulate graphics images from word processor files. Look at the LNAC96 Proceedings area on WWW or contact the editors for advice.
 3. PDF (Portable Document Format used by the Adobe Acrobat suit) file of the complete paper to be used to produce the CD-ROM. This file can be easily produced if you have a PDF printer driver installed (proprietary
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