

PAPER FORMAT FOR THE PROCEEDINGS OF THE 29 IEEE NORTHEAST BIOENGINEERING CONFERENCE

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Abstract-These instructions give you basic guidelines for preparing papers for the Northeast Bioengineering Conference Proceedings. Papers up to 2 pages should be submitted using this format. Abstracts should not exceed 200 words. Please, include appropriate keywords in your abstract to allow retrieval by CD-ROM software.

Keywords - Margins, fonts, formatting

I. INTRODUCTION

Your goal is to simulate, as closely as possible, the usual appearance of typeset papers in the IEEE Transactions on Biomedical Engineering. One difference is that the authors' affiliations should appear immediately following their names. For items not addressed in these instructions, please refer to a recent issue of the Transactions.

II. METHODOLOGY

All papers must be submitted electronically in pdf format. Prepare your paper using a "letter" page size of 8.5x11" or 21.6 x 27.9 mm.

1) *Type sizes and typefaces*: The best results will be obtained if your computer word processor has several type sizes. Try to follow the type sizes specified in Table I as best you can. Use 14 point bold, capital letters for the title, 12 point Roman (normal) characters for author names and 10 point Roman characters for the main text and author's affiliations.

2) *Format*: Use a margin of 19mm (3/4") at the top and 25 mm (1") at the bottom of the page. Left and right margins should be 19mm (3/4"). Use a two column format where each column is 86mm (3 3/8") wide and spacing of 6mm (1/4") between columns. Indent paragraphs by 6mm (1/4"). Left and right justify your columns. Use tables and figures to adjust column length. Use automatic hyphenation and check spelling. All figures, tables, and equations must be included "in-line" with the text. Do not use links to external files.

III. RESULTS

A. Figures and Tables

Position figures and tables at the tops and bottoms of columns. Avoid placing them in the middle of columns. Large figures and tables may span across both columns. Figure captions should be below the figures; table captions should be above the tables. Avoid placing figures and tables before their first mention in the text. Use the abbreviation "Fig. 1," even at the beginning of a sentence

TABLE I
TYPE SIZES FOR CAMERA-READY PAPERS

Type Size (pts)	Appearance		
	Regular	Bold	Italic
8	Table captions, ^a table superscripts Section titles, ^a references, Tables, table names, ^a first letters in table captions, ^a figure captions, footnotes, text subscripts, and superscripts		
9		Abstract	
10	Authors' affiliations, Main text, equations, first letter in section titles ^a		Subheading
12	Authors' names		
14	^a Capital letters	Papertitle	

Figure axis labels are often a source of confusion. Try to use words rather than symbols. As an example, write the quantity "Magnetization," or Magnetization, M," not just "M." Put units in parentheses. Do not label axes only with units. In the example, write "Magnetization (A/m)" or "Magnetization (A · m⁻¹)," not just "A/m." Do not label axes with a ratio of quantities and units. For example, write "Temperature (K)," not "Temperature/K."

Multipliers can be especially confusing. Write "Magnetization (kA/m)" or "Magnetization (10³ A/m)." Do not write "Magnetization (A/m) x 1000" because the reader would not know whether the top axis label in Fig. 1 meant 15 000 A/m of 0.015 A/m. Figure labels should be legible, about 10-point type.

B. References

Number citations consecutively in square brackets [1]. The sentence punctuation follows the bracket [2]. Refer simply to the reference number, as in [3]. Do not use "Ref. [3]" or reference [3]" except at the beginning of a sentence: "Reference [3] was the first ..." Number footnotes separately in superscripts. Place the actual footnote at the bottom of the column in which it was cited. Do not put footnotes in the reference list. Use letters for table footnotes (see Table I).

IEEE Transactions no longer use a journal prefix before the volume number. For example, use “*IEEE Trans. Magn.*, vol. 25,” not “vol. MAG 25.”

Give all authors’ names; do not use “et al.” unless 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”. Capitalize only the first word in a paper title, except for proper nouns and element symbols.

For papers published in translation journals, please give the English citation first, followed by the original foreign-language citation [5].

C. Abbreviations and Acronyms

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Abbreviations such as IEEE, SI, MKS, CGS, sc, dc, and rms do not have to be defined. Do not use abbreviations in the title. Do not use abbreviations in the title unless they are unavoidable (for example, the title of this article).

D. Equations

Number equations consecutively with equation numbers in parentheses flush with the right margin, as in (1). To make your equations more compact, you may use the solidus (/), the exp function, or appropriate exponents. Italicize Roman symbols for quantities and variables, but not Greek symbols. Use a long dash rather than a hyphen for a minus sign. Use parentheses to avoid ambiguities in denominators. Punctuate equations with commas or periods when they are part of a sentence as in, $a + b = c$. (1)

Be sure that the symbols in your equation have been 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 ...”

E. Other Recommendations

The Roman numerals used to number the section headings are optional. If you do use them, number INTRODUCTION, but not ACKNOWLEDGMENT and REFERENCES, and begin Subheadings with letters. Use two spaces after periods (full stops). 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 “cm³,” not “cc.” Do not mix complete spellings and abbreviations of units: “Wb/m²” or “webers per square meter,” not “webers/m².” 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. Number each page at top, right corner: “1 of 3,” “2 of 3,” etc.

IV. DISCUSSION

Use either SI (MKS) or CGS as primary units. (SI units are encouraged.) 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.”

Avoid combining SI and CGS units, such as current in amperes and magnetic field in Oersteds. This often leads to confusion because equations do not balance dimensionally. If you must use mixed units, clearly state the units for each quantity that you use in an equation.

V. CONCLUSION

The word “data” is plural, not singular. The subscript for the permeability of vacuum μ_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 really 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.”

ACKNOWLEDGMENT

The preferred spelling of the word “acknowledgment” in America is without an “e” after the “g.” Try to avoid the stilted expression, “One of us (R. B. G.) thanks ...” Instead, try “R.B.G. thanks ...” Put sponsor acknowledgments in the unnumbered footnote on the first page.

REFERENCES

- [1] G. Eason, B. Noble, and I.N. Sneddon, “On certain integrals of Lipschitz-Hankel type involving products of Bessel functions,” *Phil. Trans. Roy. Soc. London*, vol. A247, pp. 529-551, April 1955.
- [2] J. Clerk Maxwell, *A Treatise on Electricity and Magnetism*, 3rd ed., vol. 2. Oxford: Clarendon, 1892, pp.68-73.
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- [4] K. Elissa, “Title of paper if known,” unpublished.
- [5] Y. Yoroazu, M. Hirano, K. Oka, and Y. Tagawa, “Electron spectroscopy studies on magneto-optical media and plastic substrate interface,” *IEEE Transl. J. Magn. Japan*, vol. 2, pp. 740-741, August 1987 [*Digests 9th Annual Conf. Magnetics Japan*, p. 301, 1982].