

## Preparation of Summary (Title – Initial Caps, 1'' from the top of the page)

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This set of instructions is given in the style and format to be used by authors in preparing “camera-ready” summaries for the 2004 IEEE International SOI Conference. Please follow the instructions listed below. **Note** that a two columns format must be used, and a template may be downloaded from <http://www.soiconference.org>

### Criteria for selection

Abstract review will be based on QUALITY, ORIGINALITY, and SIGNIFICANCE, and hence the summary should clearly reveal these attributes of the work described.

### Size

The total length of the submitted summary including all text, graphs, tables, charts, drawings and pictures, is two pages. However, the authors of the accepted abstracts have the option (and are encouraged) to prepare and submit by August 31<sup>st</sup> a **three page long version** of their accepted paper to the conference manager for publication in the conference proceedings. The summaries must be typed within the frame shown (2 columns of 3.16'' wide and 0.17'' spacing by 9'' tall) which may be used as a template; **the frame must not appear on the summary.**

Margins are 1'' from the top of the page to the Title, 1'' from the bottom of the page, and 1'' left and right margins, for 8.5''x11'' paper. The title shall be bold if possible, centered at the top of the page, and followed by the name(s) of the author(s) and their affiliation(s).

The font size/pitch used in the manuscript should be no smaller than 10 point/12 characters per inch. Tables, graphs and figures may be smaller if legible.

### Pictures

Half-tone copies of black and white photographs are preferable for reproduction; however, if this is not possible, please understand that the reproduction quality may be degraded.

### Cover letter

Please submit an electronic copy of your summary along with a cover letter identifying the contact author, mailing address, telephone number, fax number and e-mail address (if available). Also identify the presenting author, and indicate a preference for poster or oral presentation. This year, the conference will be accepting submissions only in **electronic form**, only in **PDF** format. This may be emailed as an attachment to the conference manager at SOIPaper@bacminc.com.

### Notification

Please submit your summary early, but no later than May 7, 2004. You will be notified of the receipt of your summary. You will also be notified by August 1, 2004 whether your paper is accepted for the Conference. If your paper is accepted, you will be requested to complete an IEEE copyright form. Please be sure to have sponsor approval if required. **We will require the final abstracts in electronic form (PDF format)** so the proceedings can be issued electronically. Details will be given in the acceptance letter. Like last year, authors preferring to use a laptop for their presentation are requested to submit their talk no later than one week before the conference to ctretz@us.ibm.com and bobbi@bacminc.com.

### Best Paper award

The Best Paper Award will be awarded based on the summary submitted as well as the presentation at the conference. Late News papers will not be eligible for consideration.