

SAMPLE PAPER

MANUSCRIPT PREPARATION GUIDELINES FOR MEMS 2005

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ABSTRACT

The paper should start with a brief abstract of approximately 100 words summarizing the main goals, developments, and achievements of the work. Consider that the abstract may be included in abstract search databases. Think of what requirements the abstract should fulfill in view of this perspective, taking into account the fact that the main text part will not be accessible to the searching person. The abstract should be preceded by the above title.

1. INTRODUCTION

Paper Length

Your paper is expected to have a total length of four (4) pages. Longer papers will be printed only if accompanied by a mandatory per page over-length charge of \$200 (US funds only) per page. The absolute length with payment of the over-length charge is six (6) pages. *Note that this sample abstract is not representative of the expected paper length.*

General Layout

The manuscript has to fit into a window with a height of 9.5" and a width of 7". As the conference proceedings will be published in 8.5" x 11" format, it seems advisable to set up the layout on your PC/Mac/workstation in this format (11" high, 8.5" wide). In this format, define .75" wide left and right margins and .75" high top and bottom margins. For unit conversion: 1 inch = 2.54 cm.



Figure 1: Reflections on corrugated liquid/gas interface, with obstacles, observed by Monet. Rendering with 300 dpi.

Define a two-column layout, with a space of 0.25" between columns. The title/author/affiliation section should be centered above both columns.

Text Formatting

Please use a unique serif font such as Times or Times New Roman throughout the entire manuscript, from title, authors, affiliation, headers, and sub-header, to figure and table captions, and references. To achieve as unified a look across the proceedings as possible, the following formats are preferred for the main paragraph types, as illustrated also by this sample manuscript:

- Title: 14 points, bold, with small capitals;
- Authors: 12 points, italic;
- Affiliation: 12 points, regular;
- Abstract heading: 12 points, bold, with small capitals, without numbering;
- Section headings: 12 points, bold, with small capitals, numbered;
- Sub-section headings: 10 points, bold, without numbering;
- Text body: 10 points, regular; first paragraphs without indent; following paragraphs: indented;
- Figure captions: 10 points, italic;
- Table captions: 10 points, italic;
- References: 10 points, regular, numbered.

Adjust the two columns on the last page to equal length, as far as possible.

2. REFERENCE FORMATTING

Please follow the IEEE referencing style and formats as used, e.g., in the Journal of Microelectromechanical Systems. In the Reference section of this sample manuscript, this is illustrated for contributions to conference proceedings [1], journals [2], and books [3].

3. FIGURE AND TABLE FORMATTING

All figures and illustrations should be in black and white or grey-scale and should be placed as close to their mention as possible. Digital images, e.g., schematic drawings, photos, micrographs, etc., should have a resolution of at least 300 dpi. Each figure should be accompanied by a numbered caption, as shown in Fig. 1,

TEXT

TEXT

see continuation of instruction on page four

TEXT

TEXT



Poor contrast and small labeling

Figure 2: Reflection on life, originally shaped by Rodin: rendering with low resolution (75 dpi), unfavorable size, and other deficiencies.

placed right below the figure being described. All labels within the figure frame should be in font 9 or larger. Please ensure that all labels, arrows, lines, and other graphical elements superimposed on schematic drawings and micrographs print with sufficient contrast. Figure 2 shows a photograph with unfavorable resolution (72 dpi) and low contrast.

Tables should span one column and should be preceded by a caption. Table 1 illustrates a possible design. Design details are left to the authors.

If a table or figure is too wide to be contained in a single column, extend it over both columns, preferable at the top or bottom of a page.

Do not use very thin lines (hairline rules) in any of your Illustrations, Figures, Charts and Tables. All lines need to be .5 rule or higher. Line drawings must be made in black ink. Shading is permitted.

4. EQUATION FORMATTING

When numbering equations, enclose numbers in parentheses and place flush with right-hand margin of the column, i.e., with appropriate punctuation. For equation variables, numbers, and physical symbol, indexes etc. follow IEEE usage, cf. the Journal of Microelectromechanical Systems.

$$-1 e^{i227} \quad (1)$$

Table 1: Number N of abstracts submitted to MEMS and number M of submitting countries.

Region	N	M
Americas	212	3
Asia/Oceania	250	9
Europe/Africa	166	20
Total	628	32

5. PAGE NUMBERS

Number the manuscript hardcopies lightly in non-photographic blue pencil that will not be reproduced on Xerox copies in the back upper right corner of pages. **Do not number** your pages on the front of your typescript.

REFERENCES

- [1] S. Senturia, "Perspectives on MEMS Past and Future: the Tortuous Pathway from Bright Ideas to Real Products", in *Digest Tech. Papers Transducers '03 Conference*, Boston, June 8-12, 2003, pp. 10-15.
- [2] T. Tsuchiya, O. Tabata, J. Sakata, Y. Taga, "Specimen Size Effect on Tensile Strength of Surface Micromachined Polycrystalline Silicon Thin Films", *J. Microelectromech. Syst.*, vol. 7, pp. 106-113, 1998.
- [3] M. Crichton, *Prey*, Harper Collins Publishers, Inc., New York, 2002.