

Preparing a paper using WORD for publication in *Journal of Physics: Conference Series*

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Abstract. All articles *must* contain an abstract. This document describes the preparation of a conference paper to be published in *Journal of Physics: Conference Series* using Word and a template file. The abstract text should be formatted using 10 point font and indented 25 mm from the left margin. Leave 10 mm space after the abstract before you begin the main text of your article. The text of your article should start on the same page as the abstract. The abstract follows the addresses and should give readers concise information about the content of the article and indicate the main results obtained and conclusions drawn. As the abstract is not part of the text it should be complete in itself; no table numbers, figure numbers, references or displayed mathematical expressions should be included. It should be suitable for direct inclusion in abstracting services and should not normally exceed 200 words. The abstract should generally be restricted to a single paragraph. Since contemporary information-retrieval systems rely heavily on the content of titles and abstracts to identify relevant articles in literature searches, great care should be taken in constructing both.

1. Introduction

These guidelines show how to prepare articles for publication in *Journal of Physics: Conference Series* using WORD so they can be published quickly and accurately. Articles will be refereed by the conference organizers but the accepted PDF will be published with no editing, proofreading or changes to layout. It is, therefore, the author's responsibility to ensure that the content and layout are correct.

2. Preparing your paper

Preparing your paper make sure you use Times Roman 11 pt and the correct mathematical as well as Greek symbols. For equations make use of the equation editor and center equations.

2.1. Headers, footers and page numbers

Authors should *not* add headers, footers or page numbers to the pages of their article—these will be added by IOP Publishing as part of the production process.

2.2. Options

The default paper size is A4.

Table 1. Heading for table.

Option	Description
a4paper	Set the paper size and margins for A4 paper.

3. The title, authors, addresses and abstract

The title is set in bold unjustified type. The first letter of the title should be capitalized with the rest in lower case. The next information required is the list of all authors' names followed by the affiliations. For the authors' names the style for the names is initials then surname, with a comma after all but the last two names, which are separated by 'and'. Initials should *not* have full stops. First names may be used if desired.

The addresses of the authors' affiliations follow the list of authors. If there is more than one address then a superscripted number, followed by a space, should come at the start of each address. In this case each author should also have a superscripted number or numbers following their name to indicate which address is the appropriate one for them.

Please also provide e-mail addresses for any or all of the authors using Email: so #1 is just the e-mail address or a list of emails.

The abstract follows the addresses and should give readers concise information about the content of the article and should not normally exceed 200 words. **All articles must include an abstract.** To indicate the start of the abstract type Abstract followed by the text of the abstract. The abstract should normally be restricted to a single.

4. The text

Articles may be divided into sections and subsections, but the length limit provided by the conference organizer should be adhered to.

4.1. Acknowledgments

Authors wishing to acknowledge assistance or encouragement from colleagues, special work by technical staff or financial support from organizations should do so in an unnumbered Acknowledgments section immediately following the last numbered section of the paper. Set the acknowledgments heading as an unnumbered section.

4.2. Appendices

Technical detail that it is necessary to include, but that interrupts the flow of the article, may be consigned to an appendix. Any appendices should be included at the end of the main text of the paper, after the acknowledgments section (if any) but before the reference list. If there are two or more appendices they will be called Appendix A, Appendix B, etc. Numbered equations will be in the form (A.1), (A.2), etc, figures will appear as figure A1, figure B1, etc and tables as table A1, table B1, etc.

5. References

Two different styles of referencing are in common use: the Harvard alphabetical system and the Vancouver numerical system. For *Journal of Physics: Conference Series*, the Vancouver numerical system is preferred but authors should use the Harvard alphabetical system if they wish to do so. In the numerical system references are numbered sequentially throughout the text within square brackets, like this [2], and one number can be used to designate several references.

5.1. References in text

Indicate the reference with a number in block bracket as e.g. Mark A Caprio [1].

5.2. Reference lists

A complete reference should provide the reader with enough information to locate the article concerned, whether published in print or electronic form, and should, depending on the type of reference, consist of:

- name(s) and initials;
- date published;
- title of journal, book or other publication;
- titles of journal articles may also be included (optional);
- volume number;
- editors, if any;

- town of publication and publisher in parentheses for *books*;
- the page numbers.

Up to ten authors may be given in a particular reference; where there are more than ten only the first should be given followed by ‘*et al.*’. If an author is unsure of a particular journal’s abbreviated title it is best to leave the title in full. The terms *loc. cit.* and *ibid.* should not be used. Unpublished conferences and reports should generally not be included in the reference list and articles in the course of publication should be entered only if the journal of publication is known. A thesis submitted for a higher degree may be included in the reference list if it has not been superseded by a published paper and is available through a library; sufficient information should be given for it to be traced readily.

5.3. Formatting reference lists

Numeric reference lists should contain the references within an unnumbered section labeled References.

5.4. References to printed journal articles

A normal reference to a journal article contains three changes of font (see table 2) and is constructed as follows:

- the authors should be in the form surname (with only the first letter capitalized) followed by the initials with no periods after the initials. Authors should be separated by a comma except for the last two which should be separated by ‘and’ with no comma preceding it;
- the article title (if given) should be in lower case letters, except for an initial capital, and should follow the date;
- the journal title is in italic and is abbreviated. If a journal has several parts denoted by different letters the part letter should be inserted after the journal in Roman type, e.g. *Phys. Rev. A*;
- the volume number should be in bold type;
- both the initial and final page numbers should be given where possible. The final page number should be in the shortest possible form and separated from the initial page number by an en rule ‘–’, e.g. 1203–14, i.e. the numbers ‘12’ are not repeated.

A typical (numerical) reference list might begin

- [1] Strite S and Morkoc H 1992 *J. Vac. Sci. Technol. B* **10** 1237
- [2] Jain S C, Willander M, Narayan J and van Overstraeten R 2000 *J. Appl. Phys.* **87** 965
- [3] Nakamura S, Senoh M, Nagahama S, Iwase N, Yamada T, Matsushita T, Kiyoku H and Sugimoto Y 1996 *Japan. J. Appl. Phys.* **35** L74
- [4] Akasaki I, Sota S, Sakai H, Tanaka T, Koike M and Amano H 1996 *Electron. Lett.* **32** 1105
- [5] O’Leary S K, Foutz B E, Shur M S, Bhapkar U V and Eastman L F 1998 *J. Appl. Phys.* **83** 826
- [6] Jenkins D W and Dow J D 1989 *Phys. Rev. B* **39** 3317

5.5. References to Journal of Physics: Conference Series articles

Each conference proceeding published in *Journal of Physics: Conference Series* will be a separate volume; references should follow the style for conventional printed journals. For example:

- [1] Douglas G 2004 *J. Phys.: Conf. Series* **1** 23–36

Table 2. Font styles for a reference to a journal article.

Element	Style
Authors	Roman type
Date	Roman type
Article title (optional)	Roman type
Journal title	Italic type
Volume number	Bold type
Page numbers	Roman type

5.6. References to preprints

For preprints there are two distinct cases:

- (1) Where the article has been published in a journal and the preprint is supplementary reference information. In this case it should be presented as:

[1] Kunze K 2003 T-duality and Penrose limits of spatially homogeneous and inhomogeneous cosmologies *Phys. Rev. D* **68** 063517 (*Preprint* gr-qc/0303038)

- (2) Where the only reference available is the preprint. In this case it should be presented as

[1] Milson R, Coley A, Pravda V and Pravdova A 2004 Alignment and algebraically special tensors *Preprint* gr-qc/0401010

5.7. References to electronic-only journals

In general article numbers are given, and no page ranges, as most electronic-only journals start each article on page 1.

- For *New Journal of Physics* (article number may have from one to three digits)
[1] Fischer R 2004 Bayesian group analysis of plasma-enhanced chemical vapour deposition data *New. J. Phys.* **6** 25
- For SISSA journals the volume is divided into monthly issues and these form part of the article number
[1] Horowitz G T and Maldacena J 2004 The black hole final state *J. High Energy Phys.* JHEP02(2004)008
[2] Bentivegna E, Bonanno A and Reuter M 2004 Confronting the IR fixed point cosmology with high- redshift observations *J. Cosmol. Astropart. Phys.* JCAP01(2004)001

5.8. References to books, conference proceedings and reports

References to books, proceedings and reports are similar to journal references, but have only two changes of font (see table 3).

Points to note are:

- Book titles are in italic and should be spelt out in full with initial capital letters for all except minor words. Words such as Proceedings, Symposium, International, Conference, Second, etc should be abbreviated to *Proc.*, *Symp.*, *Int.*, *Conf.*, *2nd*, respectively, but the rest of the title should be given in full, followed by the date of the conference and the town or city where the conference was held. For Laboratory Reports the Laboratory should be spelt out wherever possible, e.g. *Argonne National Laboratory Report*.
- The volume number, for example vol 2, should be followed by the editors, if any, in a form such as 'ed A J Smith and P R Jones'. Use *et al* if there are more than two editors. Next comes the town of publication and publisher, within brackets and separated by a colon, and finally the page numbers preceded by p if only one number is given or pp if both the initial and final numbers are given.

Table 3. Font styles for references to books, conference proceedings and reports.

Element	Style
Authors	Roman type
Date	Roman type
Book title (optional)	Italic type
Editors	Roman type
Place (city, town etc) of publication	Roman type
Publisher	Roman type
Volume	Roman type
Page numbers	Roman type

Examples taken from published papers:

- [1] Kurata M 1982 *Numerical Analysis for Semiconductor Devices* (Lexington, MA: Heath)
- [2] Selberherr S 1984 *Analysis and Simulation of Semiconductor Devices* (Berlin: Springer)
- [3] Sze S M 1969 *Physics of Semiconductor Devices* (New York: Wiley-Interscience)
- [4] Dorman L I 1975 *Variations of Galactic Cosmic Rays* (Moscow: Moscow State University Press) p 103
- [5] Caplar R and Kulisic P 1973 *Proc. Int. Conf. on Nuclear Physics (Munich)* vol 1 (Amsterdam: North-Holland/American Elsevier) p 517
- [6] Cheng G X 2001 *Raman and Brillouin Scattering-Principles and Applications* (Beijing: Scientific)
- [7] Szytula A and Leciejewicz J 1989 *Handbook on the Physics and Chemistry of Rare Earths* vol 12, ed K A Gschneidner Jr and L Erwin (Amsterdam: Elsevier) p 133
- [8] Kuhn T 1998 *Density matrix theory of coherent ultrafast dynamics Theory of Transport Properties of Semiconductor Nanostructures* (Electronic Materials vol 4) ed E Scho'Il (London: Chapman and Hall) chapter 6 pp 173–214

6. Tables and table captions

Tables should be numbered serially and referred to in the text by number (table 1, etc, **rather than** tab. 1). Each table should be a float and be positioned within the text at the most convenient place near to where it is first mentioned in the text. It should have an explanatory caption which should be as concise as possible.

6.1. The basic table format

Table 4. Table caption.

Head 1	Head 2	Head 3	Head 4
1.1	1.2	1.3	1.4
2.1	2.2	2.3	2.4

Points to note are:

- (1) The caption comes before the table.
- (2) The normal style is for tables to be centred in the same way as equations.
- (3) The default alignment of columns should be aligned left.
- (4) Tables should have only horizontal rules and no vertical ones. The rules at the top and bottom are thicker than internal rules. The rule separating the headings from the entries is set with medium rule. These commands do not need a following double backslash.
- (5) Numbers in columns should be aligned as appropriate, usually on the decimal point.

Table 5. A simple example produced using the standard table commands and `lineup` to assist in aligning columns on the decimal point. The width of the table and rules is set automatically by the preamble.

<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>
23.5	60	0.53	-20.2	-0.22	1.7	14.5
39.7	-60	0.74	-51.9	-0.208	47.2	146
123.7	0	0.75	-57.2	—	—	—
3241.56	60	0.60	-48.1	-0.29	41	15

7. Figures and figure captions

Figures must be included in the source code of an article at the appropriate place in the text not grouped together at the end.

Each figure should have a brief caption describing it and, if necessary, interpreting the various lines and symbols on the figure. As much lettering as possible should be removed from the figure itself and included in the caption. If a figure has parts, these should be labelled (*a*), (*b*), (*c*), etc. Table 6 gives the definitions for describing symbols and lines often used within figure captions.

Table 6. Control sequences to describe lines and symbols in figure captions.

Control sequence	Output	Control sequence	Output
	— · · —		

Authors should try and use the space allocated to them as economically as possible. At times it may be convenient to put two figures side by side or the caption at the side of a figure. To put figures side by side, within a figure environment, put each figure and its caption into a minipage with an appropriate width and then separate the figures slightly by adding some horizontal space between the two minipages. To get the caption at the side of the figure add the small horizontal space after the

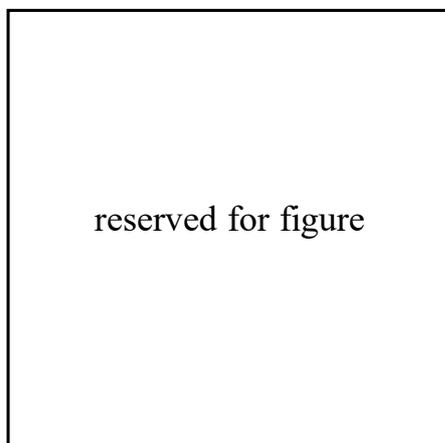


Figure 1. Figure caption for first of two sided figures.

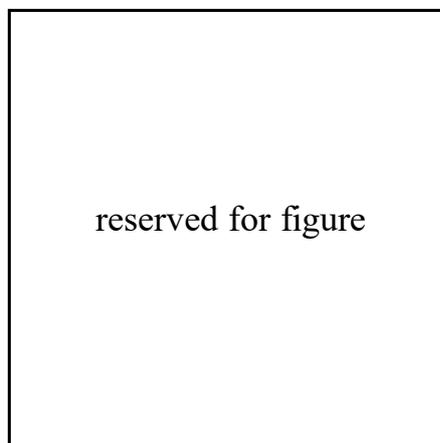


Figure 2. Figure caption for second of two sided figures.

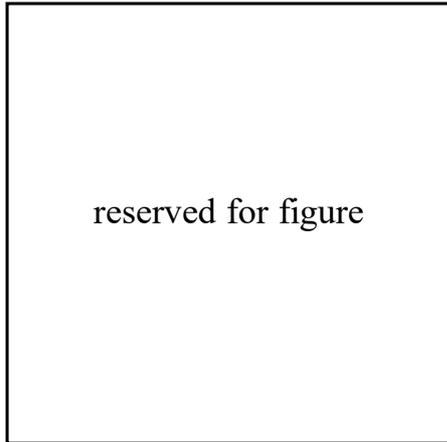


Figure 3. Figure caption for a narrow figure where the caption is put at the side of the figure.

References

- [1] IOP Publishing is grateful Mark A Caprio, Center for Theoretical Physics, Yale University, for permission to include the iopart-num BibTeXpackage (version 2.0, December 21, 2006) with this documentation. Updates and new releases of iopart-num can be found on www.ctan.org (CTAN).