

# Author Guidelines for Preparing the Camera Ready VI2000 Manuscript

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## Abstract

*This document presents guidelines for preparing the final VI2000 manuscripts. The most important elements of these guidelines are the size of the text area (173 × 228 mm) and the margins (left = bottom = 26 mm). The text should be typed in two columns of 84 mm separated by 5 mm of white-space.*

## 1 Instructions

Please follow carefully the steps outlined below.

### 1.1 Language

Manuscripts can be written either in English or French depending on author preference. However, French manuscripts should include both a French “Résumé” and an English abstract.

### 1.2 Printing your paper

The proceedings of VI2000 will be published both on paper and electronically. You will thus need to submit your manuscript either in *Postscript* or in *Portable Document Format* (PDF). You must prepare your formatted text for printing on 8.5 × 11-inch paper only (US letter format). Then submit your manuscript through email ([vi2000@cim.mcgill.ca](mailto:vi2000@cim.mcgill.ca)).

Also send a hardcopy of your manuscript to:

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This hardcopy may be printed on A4 paper if this paper format is more convenient.

### 1.3 Margins, fonts and type-style

All printed material, including text, illustrations, and charts, must be kept within a print area of 173 mm wide by 228 mm high (6.8 × 9-inch). Do not write or print anything outside this print area. Do not write or print any page number either. The *top* and *bottom* margins should both be 26 mm (1 inch).

All text must be in two-column format. Columns are to be 84 mm (3.3 inch) wide, with a 5 mm inter-column space.

The text should be printed using the Times family of fonts (or anything that resembles Times).  $\LaTeX$ 2<sub>ε</sub> user's should download the VI2000style from the conference web server (see address above).

The MAIN TITLE should be centered about 1 cm below the top margin of the first page. The title should be typed in boldface Times 16-point.

AUTHORS NAME(s) and AFFILIATION(s) are to be centered beneath the title and printed in Times 12-point, non boldface type.

The ABSTRACT and MAIN TEXT are to be typed in single-spaced 10-point Times. Indent paragraphs approximately 5 mm and make sure your text is fully justified. Your manuscript must not exceed 8 pages.

FIRST-ORDER HEADINGS should be typed flush left using Times 12-point boldface. SECOND-ORDER HEADINGS should also be typed flush left but with Times 11-point boldface.

FOOTNOTES should be used sparingly<sup>1</sup>. They should be placed at the bottom of the column on which they are referenced using Times 8-point type.

REFERENCES should be numbered and printed in Times 9-point type, single-spaced, at the end of the paper. When referenced in the text, enclose the citation number in square brackets, for example [1].

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<sup>1</sup>To help your readers, try to avoid footnotes altogether!

## 1.4 Color

Conference participants will both receive a CD-ROM and hardcopy version of the proceedings. The electronic version of your manuscript can contain color images and artwork, but keep in mind that the hardcopy proceedings will be printed in black and white only. You should thus make sure that your color illustrations are also readable in shades of grey!

## 2 Conclusion

Try to follow these guidelines as closely as possible. But whatever you do, please respect the *margins*, the *text area*, and the absolute maximum of 8 pages.

You can direct any questions to: [vi2000@cim.mcgill.ca](mailto:vi2000@cim.mcgill.ca)

## References

- [1] I.M. Author, "Some Good Paper I Wrote", *Some fine journal*, Vol. 99, No. 1, pp. 101-110, January 1999.
- [2] A.N. Expert, *A Book He Wrote*, His publisher, 1999.