

# Instructions/template for preparing your ELEX manuscripts (As of November 1, 2011)

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**Abstract:** Use this instruction file as a template for preparing your **ELEX** articles with Microsoft Word. It is essential to adhere to this template because your manuscripts are printed as submitted with minimal editing/formatting by publisher. Do not modify any formats or styles. Main text is limited to 1,500 words, and abstract is about 100 words. You may include total maximum three display items (Figures and Tables) but do not exceed 4 MB after converting to PDF. Use latest Adobe Acrobat to attach movie pictures in your PDF version of manuscript. Visit <http://www.elex.ieice.org/> for the latest version of **ELEX** template.

**Keywords:** ELEX, template, up to six words

**Classification:** XYZ (choose one from Table II)

## References

- [1] Visit <http://www.elex.ieice.org/> for latest version of this template.
- [2] A. B. Author1, C. D. Author2, and E. F. Author3, "Title of journal paper with a comma inside the quotation marks like this," *Journal Title in Italic* vol. 12, no. 3, pp. 456-789, month year.
- [3] A. B. Chapter-Writer, "Title of quoted chapter" in *Book Title in Italic without Quotation Marks*, ed. C. D. Editor, pp. 123-456, Publisher Name, City, year.
- [4] A. B. Book-Author, *Book Title in Italic without Quotation Marks*, Publisher Name, City, year.
- [5] A. B. Author1, C. D. Author2, and E. F. Author3, "Title of paper in proceeding," Proc. 12<sup>th</sup> Conf. Name, City, Country, paper ID, pp. 123-456, month year.

## 1 Introduction

This template provides formats and styles for **ELEX** manuscript. It is essential to adhere to this template because your manuscript will be published “as is” with minimal copy-editing by the publisher. Do not modify formats (font, font size, paper size, printing area, line space, etc.). *Keep one copy of this template untouched for your reference and prepare your manuscript on another copy.*

## 2 Software and article charge

Microsoft Word and LaTeX compatible files are officially acceptable for **ELEX** submission. This template file is designed for MS Word. LaTeX style files can be found elsewhere [1]. Article charge is JPY 31,500 for a manuscript using MS Word template and 21,000 for a manuscript using LaTeX style file. Including movie picture(s) costs extra JPY 3,150 per movie file.

## 3 Manuscript length

Papers do not usually exceed six (6) pages of an A4-sized PDF file. The first page contains paper title, author list, affiliation(s), 100-word-abstract, keywords, and references. The main body of the text is limited to approximately 1,500 words. Manuscripts are allowed to have up to three (3) display items (Figures and/or Tables) with brief captions as long as the final PDF file size would not exceed 4 MB. Including multimedia files (movie graphics) in a final PDF file is possible, if any, by using attachment function of Adobe Acrobat.

## 4 Typographical style

Consult with Table I on the detail typographical styles.

**Table I.** ELEX typographical style

Article Title	Arial 26pt Bold Green
Author Name	Times New Roman 12pt Bold Black
Author Affiliation	Times New Roman 10pt Italic Black
Author Address	Times New Roman 10pt Italic Black
Author Contact E-mail	Times New Roman 10pt Italic Blue
Section Heading (incl. “Abstract” and “Keywords”)	Arial 11pt Bold Black
Abstract Body	Times New Roman 11pt Black
Reference Body	Times New Roman 10pt Black
Section Title	Arial 12pt Bold Black
Text Body	Times New Roman 11pt Black
Figure & Table Label in Caption	Times New Roman 10pt Bold Black
Figure & Table Caption Body	Times New Roman 10pt Black
Acknowledgement Body	Times New Roman 11pt Black

### 4.1 Title

Title should start flush left. Only the first letter in the title is capitalized (this is true to section titles and figure captions) Avoid including abbreviations unless definitely needed.

#### 4.2 Author name and affiliation

Author names should start flush left. Spell out both first and last names but initial middle name. Use one blank line between authors from different affiliations.

#### 4.3 Abstract

The abstract should be complete sentence(s) that is limited to approximately 100 words. It should be a concise summary of the paper that clearly conveys the problem, the methods, and the conclusions to readers. It also should include appropriate keywords for the convenience of computer search. Do not include reference numbers.

#### 4.4 Keywords

Maximum six (6) keywords are listed. Carefully choose appropriate keywords for your paper being correctly spotted by computerized search.

#### 4.5 Classification

Category index in the classification is used by the Editors when directing your manuscript to corresponding Associate Editor. Furthermore it is displayed in ELEX website and in archives for readers' convenience. Choose most relevant category from Table II. The Editorial Committee may change the subject index that authors select, if the Editorial Committee judges that the authors' selection is not the best. **Note that the index might be changed without notification.**

**Table II.** ELEX category classification (As of May 1, 2011)

Optoelectronics, Lasers and quantum electronics, Ultrafast optics, Silicon photonics, Planar lightwave circuits
Fiber optics, Microwave photonics, Optical interconnection, Photonic signal processing, Photonic integration and systems
Electromagnetic theory
Microwave and millimeter wave devices, circuits, and systems
Electron devices
Integrated circuits
Micro- or nano-electromechanical systems
Storage technology
Superconducting electronics
Electronic materials, semiconductor materials
Electronic displays
Organic molecular electronics, Polymer optical circuits
Ultrasonic electronics
Electron tubes, vacuum and beam technology
Electronic instrumentation and control
Wireless circuits and devices
Electromagnetic compatibility (EMC)
Fiber-optic communication
Optical fiber
Wireless communication hardware
Sensing hardware
Other communication hardwares

#### 4.6 Main text and headings

Single column format is applied throughout the manuscript. The first line of the first paragraph of each section start flush left. Section headings are numbered consecutively in Arabic numbers. Subsection headings are numbered in Arabic numbers to the right of the decimal point (like this 4.5).

#### 4.7 Equations

Equations are centered with the equation number (in Arabic) appearing at the right-hand margin, in parenthesis:

$$T_M^\phi = 2 \times \frac{G w t^3}{3 l} \phi \left( 1 - \frac{192 t}{\pi^5 w} \tanh \frac{\pi w}{2 t} \right). \quad (1)$$

Long equations can be folded in several lines but avoid leading to misinterpretation. Equations are referenced in the main text as Eq. (1).

#### 4.8 References

References should appear on the first page of the paper, in the order in which they are referred in the main text. See the example in this template for different styles for citing a journal paper, a whole book, a contributed chapter in a book and a proceeding paper. WWW links can be placed as a reference. It is authors' responsibility to provide correct information of references. Use a pair of square bracket to cite reference like this [2]. Multiple references can be cited like this [1, 2, 3, 4, 5].

#### 4.9 Acknowledgements

Acknowledgements, if any, can be placed at the end of the manuscript.

### **5 Display items (figures, tables, and movies)**

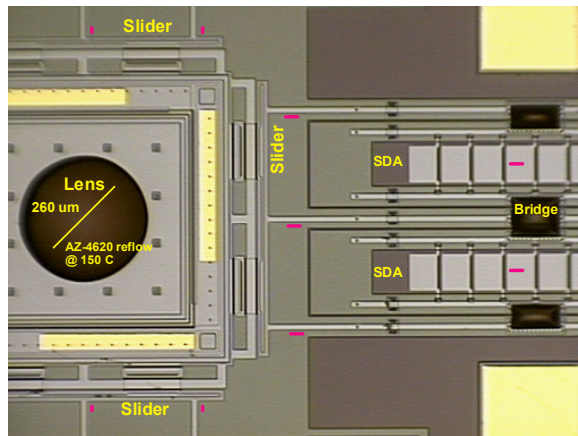
You may include total maximum three (3) pieces of display items in a final PDF version of your manuscript but do not exceed 4 MB file size.

#### 5.1 Figures

Figures should be placed in the document. Do not submit figures in separate files. Use MS Word function "Insert → Textbox" to place frames for figures. Use white color for the textbox so that no box frame appears. Place your figure as close to as the main text where it is referred. Figure position in published paper may differ from that in your original file, when publisher adjusts the final format. Figures are numbered in Arabic numerals. Figures are referred as Fig. 1 even at the beginning of a sentence. Figure captions are placed under corresponding figures.

#### 5.2 Tables


Tables are placed in the document in the same manner as figures. Tables are referred in Roman numbers such as Table I, without abbreviating to Tab. I. Table captions are placed above the corresponding tables.




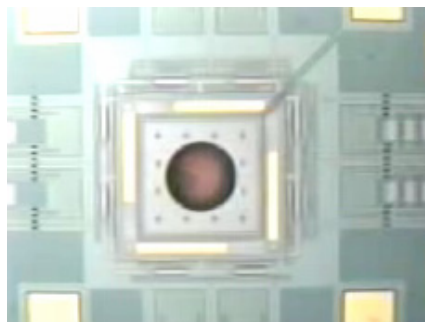
**Fig. 1.** Include all graphics in the manuscript file. Do not submit figures in separate files. Figure is placed in a Textbox with invisible box frame.

### 5.3 Movie files

It is one of the **ELEX** features that author could include movie files (mov or mpg) in their final PDF manuscript. Use file attachment tool of Adobe Acrobat (not Acrobat Reader):

1. Select the file attachment tool .
2. Select the location where the movie file is placed (in the figure box).
3. Select the movie file from a dialog box.
4. In the comment properties, set the desired options, if needed.
5. Click OK

Movies are represented by an Adobe Acrobat icon (like this: ) and activated by clicking on it. To help readers, you need to place a snapshot of the movie file and place it as a figure. Notice readers that a movie file has been attached (see **Fig. 2**). When saving a file in PDF, choose "None" for "security" option; higher security would not allow reviewers to see your movies.



**Fig. 2.** Place a snapshot from the movie file to display for readers. Movie can be activated by clicking on the icon. Movie file attached.

## 6 Conclusion

To submit manuscript to **ELEX**, authors should visit an IEICE website

([https://review.ieice.org/regist\\_elex\\_e.aspx?cmdtype=ELEX](https://review.ieice.org/regist_elex_e.aspx?cmdtype=ELEX)) to complete a Manuscript Information Entry Form and to upload the following items: a PDF file for review; an electronic file of manuscript in either LaTeX or MS Word; original art work in separate electronic files. Art-file formats are restricted. Only the Encapsulated PostScript (EPS) format file is allowed for graphics. The Moving Picture Experts Group (MPEG) format file or MOV format file is acceptable for movies. Self-descriptive file names such as fig1.eps and fig2.mpg are preferred. Authors are also requested to select the subject index (code and field) best fitting manuscript from the candidates. The index is used by the IEICE Publishing Office when directing manuscript to corresponding Associate Editor. Furthermore it is displayed in ELEX website and in archives for readers' convenience. The Editorial Committee may change the subject index that authors select, if the Editorial Committee judges that the authors' selection is not the best.

### **Acknowledgments**

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Your acknowledgements to co-workers and financial sponsors are placed here.

### **A. Suggestion for authors preparing multi-color display items**

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Color figures or movies can be included in **ELEX** manuscripts. Authors, however, should be reminded that some reviewers/readers might be colorblind. Authors are kindly advised to consider the following suggestions when preparing figures or movies:

1. Avoid using a combination of red and green. Use magenta (purple) and green instead.
2. Do not overuse colors in the graphs but consider using different hatchings, shapes, line types (solid, dotted or dashed) or symbols for different curves.
3. Note that red color does not appear bright or vivid for colorblind people. Avoid using red characters or symbols for the purpose of highlighting.

For further information, see this webpage:

<http://jfly.iam.u-tokyo.ac.jp/color/index.html>