

Instructions for Preparing Camera-Ready Manuscripts for the Proceedings of the International Conference on Transparent Optical Networks

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ABSTRACT

In this paper, basic instructions for preparation of a paper for International Conference on Transparent Optical Networks are presented. This document contains information about all formats, fonts, the styles and sizes. All required 'Styles' such as titles, subtitles, abstract, body and *etc.* are predefined, and so there is no need to define a new one. Just select the appropriate style with respect to different sections of a paper.

The abstract part is limited to 200 words in one or two paragraphs. It should concisely state what was done, how it was done, why, and what is the primary result and its significance.

Keywords: give in the order of importance up to 6 keywords most closely describing the paper, *e.g.*: nonlinear analysis, laser, arrayed waveguide gratings, Fabry-Perot filters.

1. INTRODUCTION

The submitted manuscript should be prepared strictly according to the guidelines presented in this paper. Nice and perfect look stresses out the essence of the paper and often decides of its success. We strongly encourage authors to spend enough time on the preparation of the final versions of their manuscripts – it will be appreciated not only by the organisers of the Conference but, most importantly, by the readers. The final success of the Conference depends on its contributors and participants. It should be an enjoyable and fruitful event – the Proceedings are part of it. We, the organisers, want to help you in achieving this goal.

We **recommend** preparing the paper in text editor (preferably **MS Word**) and sending electronic version via email to ICTON Organising Committee on the following address: icton@itl.waw.pl.

Alternatively, if you would prefer to use **LATEX** please follow the instructions in this document (particularly, paper format and margins must be in line with specification) and save your work in Acrobat PDF format, according to IEEE specifications: <https://www.ieee.org/documents/ieee-pdf-create.zip>.

2. FORMATTING YOUR PAPER

Please check spelling in your paper and do not use automatic hyphenation. Additionally, be sure your sentences are complete and that there is continuity within your paragraphs. Check the numbering of your graphics and make sure that all appropriate references are included.

This document may be used as a **template** for preparing your technical work. When you open the file, select *Print Layout* from the *View* menu (*View | Print Layout*), which allows you to see the footnotes. You may then type over sections of the document, cut and paste into it (*Edit | Paste Special | Unformatted Text*), and/or use *Format painter* tool. The pull-down style menu is at the left of the *Formatting Toolbar* at the top of your Word window (for example, the style at this point in the document is *Text 2*). Highlight a section that you want to designate with a certain style, then select the appropriate name on the style menu. To copy format from one part of text to another using *Format painter tool* select (highlight) first text, do left mouse click on *Format Painter* tool. That will copy format. Now, click on some other text will paste format to that paragraph. If you need to apply formatting to several parts of text, do double click on *Format Painter* tool icon, and tool will be active, you can paste it several times, until you click one more time on *Format Painter* tool to toggle off. To insert images in Word, position the cursor at the insertion point and either use *Insert | Picture | From File* or copy the image to the Windows clipboard and then *Edit | Paste Special | Picture* (with "Float over text" unchecked).

2.1 Layout

The length of the manuscript should be kept within 4 pages. The text should be typed within the area of 247 mm × 160 mm. On the standard A4 paper it is equivalent to the following margins:

- top and bottom – 25 mm,
- left and right – 25 mm,
- binding – 0 mm.

Do not violate margins (i.e., text, tables, figures, and equations may not extend into the margins). Paragraph indentation is 0.25 centimeters (except for the first paragraph of each section).

3. STYLES

All required "Styles" are predefined, and so there is no need to define a new one. Just select the appropriate style with respect to different sections of a paper.

3.1 Title and Author(s)

The title of the paper should be typed using 16 pt Times New Roman bold font in lower case with capital initial letters of nouns, verbs and adjectives. The paragraph should be centered on the top of the first page with 12 pt space after. Names of the authors, typed in 10 points bold, should be centred on the second (and next) line(s) after the title. Please use superscript characters to reference names to proper authors' affiliations, which are to be centered in 10 points italic after authors' names. Give also, if available, phone and fax numbers and e-mail address of the corresponding author (not necessarily the first author, *e.g.* the second name in our example).

If the work reported in the paper has been supported by a grant or funds from a project it should be clearly stated at the bottom of the first page.

3.2 Main Text

Type your main text in 10-point Times New Roman, single-spaced. Do not use double-spacing. All paragraphs should be indented 0.25 centimeters, except for the first paragraph of each section. Select "Text1" and "Text" styles for first and rest paragraphs of each section, respectively. Be sure your text is fully justified – that is, flush left and flush right. Please do not place any additional blank lines between paragraphs.

3.3 Sections

The paper should be divided into sections, each with a heading (section's title) describing the content of the section. The headings should be typed left-justified in 10 point bold capitals with space 12 pt above and 3 pt after paragraph. The opening section is an ABSTRACT with space 6 pt above, 0 pt below paragraph, not numbered. Next sections are numbered using Arabic numerals starting from an INTRODUCTION and ending with CONCLUSIONS.

3.4 Subsections

Sections may be divided, if necessary, into subsections, each with a suitable subheading numbered successively within the section. The subheadings should be typed left-justified in bold lower case with initial capitals and with space 6 pt above and 3 pt after paragraph. Further division of the subsections into smaller units is not recommended, so try to avoid it unless you are convinced that it necessary for the clarity of your paper (in that case use proper numbered sub-subheadings to distinguish sub-subsections).

3.5 Equations

If you are using Word, use either the Microsoft Equation Editor or the MathType add-on (<http://www.mathtype.com>) for equations in your paper (*Insert | Object | Create New | Microsoft Equation* or *MathType Equation*). "Float over text" should not be selected.

Equations should be placed within the text with space 3 pt above and 3 pt after paragraph. They should be centred and numbered successively with arabic numerals (minor non-referenced expressions might be not numbered). The equation's number should be positioned in parentheses right justified at the main (base) line of the equation.

$$\mathbf{W}_0 = \int_0^\infty dt' \int_0^\infty dx' \theta(t-t' - |x-x'|/v_1) \int_{-\infty}^\infty d\mathbf{r}' \int_0^\infty dk k J_0(kR_\perp) J_0(k\sqrt{v_1^2 \tau^2 - |x-x'|^2}) \mathbf{E}_0(t', \mathbf{r}') \quad (1)$$

Variables should be set in italics while functions, standard quantities, constants, and numerals, *e.g.*: sin, e, j, d, 1, 2, *etc.* should be set in romans. Lower-case letters should be used to indicate time variables in contrast to capital letters used for frequency domain variables. Vectors and matrices should be indicated by bold romans or bold italics, *e.g.* **a** or ***a*** for vectors and **A** or ***A*** for matrices, respectively.

3.6 Cross Referencing

Refer to equations by their number in parentheses or, equivalently, write out the word equation and the number, *i.e.* equation (1), or abbreviate, *i.e.* Eq. (1). Refer to sections using lower case letters, *e.g.* (section 3.1). Figures should be referred to in the abbreviated form Fig. (but use Figure when starting a sentence), *e.g.* Fig. 1, while referring to table requires the form Table, *e.g.* Table 1.

References in the text should be numbered sequentially in the order in which they appear. Place their numbers in square brackets, for example [1]. Note the different formats for listing books and journals in the bibliography. If more than three authors are to be listed for a paper you might, at your discretion, give the name of the first author and use the phrase *et al.*, for example: M.W. Madea, *et al.*: The effect of four-wave...[1]. Some sample references in a bibliography will follow in the last section of this paper [1]-[4].

3.7 Figures and Tables

All figures and tables should be numbered (Fig. 1, Fig. 2,..., Table 1,...) and always referred to in the text. Preferably they should be located in a proper place within the text, but the placement at the end of the paper is also acceptable.

Table 1. Example of table [2].

Parameter	Symbol	Value	Unit
number of channels	N	60	–
modulation index (for one channel)	m	4	%
span between channels	Δf	8	MHz
frequency of the first channel	f_0	100	MHz
transmitter output power	P_0	8	mW

Figures should be clear and be finished high-quality artworks. Lettering should be large enough to be readily legible.

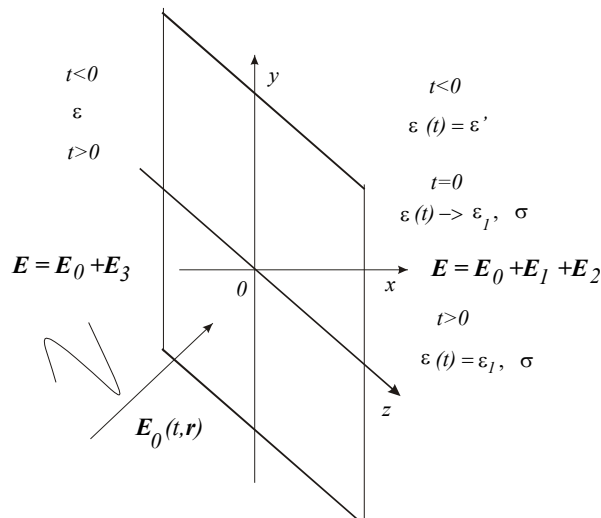


Figure 1. Example of figure [3].

4. IEEE COPYRIGHT TRANSFER FORM

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http://www.ieee.org/publications_standards/publications/rights/copyrightmain.html .

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5. CONCLUSIONS

Properly prepared camera-ready manuscripts will be included in the ICTON proceedings after their acceptance by the Scientific Committee of the Conference.

ACKNOWLEDGEMENTS

Acknowledgements (if any) should appear as a separate non-numbered section just before the list of references.

REFERENCES

- [1] M.W. Madea *et al.*: The effect of four-wave mixing in fibres on optical frequency-division multiplexed systems, *J. Lightwave Technol.*, vol. 8. pp. 1402-1408, Sep. 1990.
- [2] M. Jaworski and M. Marciniak: Long distance analog CATV link utilizing non-zero dispersion-shifted fiber, in *Proc. ICTON*, Gdansk, Poland, Jun. 2000, paper TuP5.
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- [4] R.G. Smith and S.D. Personick: Receiver design of optical fiber communications systems, in *Semiconductor Device for Optical Communication*, H. Kressel, Ed., Springer-Verlag, New York, 1980.