

INSTRUCTIONS TO AUTHORS FOR THE PREPARATION OF PAPERS:

5TH INTERNATIONAL SYMPOSIUM – OPTRO 2012 OPTRONICS IN DEFENCE AND SECURITY

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ABSTRACT:

The Proceedings of the 5th International Symposium – Optronics in Defence and Security will be published by 3AF.

Authors must deliver their full papers by the 1st of December 2011 as electronic 'PDF' files to the dedicated FTP site; details are given in Sections 10 and 11.

Note that the paper must be fully cleared for presentation at an open conference, as it will be part of the conference proceedings. The speaker is fully responsible for ensuring that technical data disclosed while in attendance is cleared for release through their sponsor and/or employer.

Please read the following instructions for the preparation of your paper in accordance with 3AF's standards for conference proceedings. These instructions include proper formatting and submission instructions. Each submitted paper should resemble these instruction sheets in format and style. Start with a concise abstract (limited to 15 lines or 150 words) that summarizes the contents of the paper.

1. GENERAL SPECIFICATIONS

The paper must be prepared in this two-column format and **must not be longer than** 12 printed pages including figures, tables and references, and the size of the electronic version must not exceed 10MB of memory.

2. PAGE LAYOUT

- Paper format: standard A4 (297x210 mm),
- two-column format (8 cm each column),
- margins: top 25 mm, left and right 20 mm, bottom 37 mm,
- fully justified,
- page numbers centered at the bottom of each page.

Font:

Text: Arial
Variable: Arial italic
Symbol: True Type Symbol font

Type Size:

Paper Id.: 10pt bold (1st page up-right corner)
Paper title: 12 pt bold (TITLE)
Author(s): 10 pt bold (Author)
Affiliation(s): 10 pt italic (Affiliation)
Normal text: 10 pt (regular text)
Captions: 10 pt italic (Figure...)
Text in tables: 9 pt
Symbols: 10 pt ($\Omega \cong \phi$)
Sub/superscript: 7 pt (x^y)
Page numbers : 10 pt (regular text)

3. HEADERS AND FOOTERS

Both the header and the footer should be left empty.

Do not add page numbers.

4. TITLE AND AUTHOR AFFILIATION

The paper title, author(s) name(s), affiliation, complete mailing address and email should be centred at the top of the first page using the fonts and type sizes indicated above. If there are several authors, the complete affiliation should be given for each of them using superscripts ⁽¹⁾ in the authors ⁽²⁾ list to refer to them.

5. HEADINGS

This sheet has been typeset in accordance with the style to be followed for the headings. Use the decimal system in Arabic figures for the numbering of headings and subheadings. Major (or section) headings are to be in capitals and bold.

5.1. Subheadings

Subheadings or subsection headings are to be in lower case with initial capitals and bold font. They should be flush with the left-hand margin, on a separate line.

6. EQUATIONS

Equations are to be numbered consecutively throughout the paper. Each equation number must be unique. Equations should be centred, with the equation number in parentheses flush with the right-hand margin of the column. Leave a blank line before and after equations. Always refer to equations by number, as Eq. 1 or Eqs. 3-6, not as 'above' or 'below'.

$$T_s = \frac{T_b}{1 + (\lambda T_b / \alpha) \ln \varepsilon} \quad (1)$$

7. FIGURES AND TABLES

Figures and tables can extend over two columns if required. Figure captions should be centred below the figures; table captions should be centred above the tables. Use full word 'Figure 1' or 'Table 1' in the caption. Use the abbreviation "Fig. 1" or "Tab. 1" in the text (even at the beginning of a sentence).



Figure 1. OPTRO 2012

8. ABBREVIATIONS AND ACRONYMS

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Do not use abbreviations in the title unless they are unavoidable.

9. REFERENCES

Number citations consecutively in square brackets [1]. Refer simply to the reference number, as in [3]. Do not use 'Ref. [3]' or 'reference [3]' except at the beginning of a sentence: 'Reference [3] was the first ...'. The title of the book or of the journal should be in italic script.

9.1. Sample References

1. Smith, J.M., Adams, B.A. & Wilson, A. (2002). The Future for Asteroid Exploration. *Planet. Space Sci.* **285**(11), 123-126.
2. Johnson, A.B. & Radice, X.T. (2002). *Comets for Beginners*, Cambridge University Press, Cambridge, UK, pp103-106.
3. Svalgaard, L. & LeSager, P. (2003). What Heliosesimology Teaches us About the Sun. In Proc. 4th. ISCS 'Solar Variability as an Input to the Earth's Environment' (Eds. H. Lacoste & H. Xerxes), ESA SP-535 (CD-ROM), ESA Publications Division, European Space Agency, Noordwijk, The Netherlands.

10. PDF PREPARATION

In order to allow reasonable quality printing, please avoid excessive compression when making your PDF file. Generally, image resolutions should be 600 dpi for monochrome, 300 dpi for greyscale and colour.

VERY IMPORTANT: **EMBED ALL FONTS** and ensure that the PDF's security setting is on '**NO SECURITY**'.

11. SUBMITTING THE PAPER

Papers must be delivered by 1st of December 2011 at the latest, to be included in proceedings.

11.1. Paper identification

Each OPTRO 2012 paper will be assigned a unique identifier of the form 'OPTRO-2012-*num*' where *num* is a three-digit number. For example, 'OPTRO-2012-028.' Letter of acceptance includes your personal paper identifier at the beginning of the title of your text. All correspondence with the symposium organizers should include this identification number.

The filename must clearly identify the paper. Use the paper identifier number followed by the name of the main author (e.g. optro-2012-028-smith.pdf). Use only lower case. DO NOT name your file "XXX.pdf".

11.2. Papers are to be delivered by priority to the following login page:

https://abstracts.congrex.com/scripts/jmevent/MyAbstractPageLogin.asp?Client_Id='CXNL'&Project_Id='20120211'&Form_Id=1&Language_Code=

Use personal login and password given in notification letter:

Your login: "xxxxxxx"

Your password: "YYYYYY"

11.3. Alternative delivery by email

Only in case of difficulties in uploading your text by ftp, your completed paper should be sent by email to the following address:

optro2012@congrex.com

Use the paper's identifier as the subject line and attach the paper

NOTE: Please do not upload **and** email the same electronic file. Multiple submissions cause confusion over which file is to be used for publication.

If you are submitting more than one paper, please submit each paper in a separate procedure or email message.

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