

Formatting instructions for Acoustics 2009 papers

Principal Author (1), Second Author (2) and Third Author (3)

- (1) Division 1, Organisation 1, Location 1, Country 1
- (2) Division 2, Organisation 2, Location 2, Country 2
- (3) Division 3, Organisation 3, Location 3, Country 3

ABSTRACT

Type in your *single-paragraph* abstract here. This document sets out the formatting requirements for papers submitted to Acoustics 2009. All papers should, so far as possible, conform to the standard shown in this document. Papers written using other word processing programs should be able to adapt this style sheet to their program. You should be able to just replace sections of this text with your own text. The abstract to the paper should be self-contained and explicit, setting out the ground covered and the principal conclusions reached. The suggested length is 100 to 150 words, and 400 words maximum.

GENERAL LAYOUT AND INSTRUCTIONS

This document is a \LaTeX template and has been based on the official Microsoft Word template.

Each submitted paper will be blind refereed by at least two reviewers and, when accepted, published in the conference proceedings. Papers submitted for refereeing should contain all required information about their authors — that information will be encoded before sending them for review. Authors are fully responsible for their papers, which should not have been published elsewhere. They must have taken necessary steps to obtain permission for using any material that might be protected by copyright.

Please note that on delivery of your manuscript you transfer your copyright on your publication to the publisher.

LAYOUT

Length of paper

The final paper should not exceed 8 (eight) A4 size (210 mm × 297 mm) pages, illustrations and references included. This requirement will be strictly enforced.

Margins and organisation of the paper

The class is set up to produce a page layout using A4 paper; left and right margins 1.75 cm; gutter 0.5 cm; with two columns separated by 1.25 cm. Paragraphs are not indented and are separated by 9 pt.

No headers, footers or footnotes are allowed. The document is set so that it starts on an ‘odd’ page and has different ‘odd and even’ headers and footers.

Fonts and styles

The template uses Times New Roman (or Times) as the text font at a size of 9 pt. Should you need to *emphasise* some words, use italics rather than underline or bold styles. Do not use uppercase other than for first letter of the title, names, units of measurement (if appropriate) and entire chapter headings.

Quotations

Quotations shorter than around 15 words “should be given within the body of text and enclosed in quotation marks”.

Where quotation is longer than around 15 words, it should be given its own paragraph. Do not use quotation marks to open or close such quotations.

Referencing

The referencing system used is the ‘Harvard system’. Reference to sources listed at the end of the paper, should be made by name of the author and year of the publication given in brackets (Earnshaw 1842). Should there be no author given in the source, use first words of the title sufficient to identify the source in the list and type them in italics (*Title of the publication* 2004). Examples of Harvard referencing can be found at <http://library.curtin.edu.au/referencing/harvard.pdf>. Do not use footnotes.

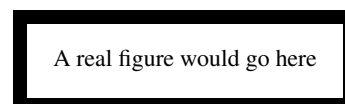
\LaTeX note: I recommend using either the natbib or biblatex package to do this but no arrangement has been made within this template class itself. This template file uses biblatex as an example.

Figures: drawings and photographs

Illustrations should not exceed 50% of the entire paper content and should be located close to their corresponding text. Ensure that your illustrations are clear and easy to read when printed.

All drawings and photographs must carry numbers in the text (e.g., Figure 1) and captions. Captions should contain enough information to allow appreciation of the figure without referring to the text. The source of the image if it has not been created by the author should be given directly under the image using the recommended referencing style, using the `\source` command as shown in the example.

\LaTeX note: I recommend the refstyle package to aid figure and table cross-referencing.



Source: (Earnshaw 1842)

Figure 1: Images should be centred.

Figures should be prepared in your own choice of program, typically Matlab (etc.) for graphs in EPS or PDF format, Adobe Photoshop or GIMP for photographs in JPG format, or InkScape for line drawings in EPS or PDF format.

Bitmap images should be at a sufficient resolution for good print quality, but no higher otherwise file sizes can become excessive.

Tables

All tables should be consecutively numbered and adequately captioned. You should put them as close as practicable to the relevant part of the text (Table 1). Those tables not assembled by the author/s should have their source given immediately under the table. Use single blank lines before and after the table.

L^AT_EX note: I recommend using the `booktabs` package to design your tables, avoiding vertical lines as much as possible.

Table 1: Tables should be centred.

L_{eq}	50	56	60	48
L_{ax}	45	50	55	44

Source: (Earnshaw 1842)

Equations

Write equations as you always would:

$$L_p = L_w - 10 \lg(4\pi r^2) + 10 \lg\left(\frac{\rho c}{400}\right) \quad (1)$$

Number all equations. Symbols should be defined when they are first used.

L^AT_EX note: the `amsmath` package is loaded to help writing complex mathematical equations. Under no circumstances should you use `eqnarray`! Use `amsmath`'s environments, instead.

Units

Use of the SI units of measurements is recommended. Other units (e.g., American) are allowed only next to the SI units and then must be given in parentheses, for instance, 404 kPa (58.6 psi) or 63.7 m² (685.7 ft²).

L^AT_EX note: I highly recommend the `siunitx` package to aid typing units.

Lists

I recommend using punctuation after list items. Here is an itemised list:

- one,
- two, and
- three.

Here is an enumerated list:

1. one,
2. two, and
3. three.

HOW TO USE THIS TEMPLATE

Just cut out this text and put your article in!

EDITORIAL CHANGES

If your paper has not met the requirements for submission, your file will not be processed for review and you will be requested to resubmit. If everything is in order, you will get a confirmation that the paper is under review. The editor reserves the right to adjust the submitted text as required in publishing process.

SUBMISSION FORMATS

All papers must be submitted in PDF format in A4 page size, as specified by this template.

The upload facility has a file size limit of 10 MB. The size of PDF file can be reduced in Adobe Acrobat by selecting *File* →

Reduce File Size. Alternatively, in Mac OS X, open the PDF in the application *Preview*, select *File* → *Save As*, then choose *Quartz Filter: Reduce File Size* from the drop-down menu.

SUBMISSION OF MANUSCRIPTS

Manuscripts are to be submitted via the Online Conference Paper Management System at <http://www.ocpms.com.au/conference-papers/login.php?confID=11>

ANY QUESTIONS?

If you have any special requirements for your manuscript, or you do not understand anything about this guide, please email the editor via the web site.

L^AT_EX-specific questions (about this template) can be sent to Will Robertson at wspr81@gmail.com.

REFERENCES FORMATTING

Here's another example of a citation (Sandford 1995).

List all sources referred to in your text in alphabetical order. Each reference in the list of references must include author(s) name and initial(s), year of publication in brackets, title (in italics), publisher, and place of publication. Examples of Harvard referencing can be found at: <http://library.curtin.edu.au/referencing/harvard.pdf>

The paragraph format for the reference list has a 0.5 cm hanging indent with no gap between successive references; this is set up for both the `natbib` and `biblatex` packages but no other customisation of the bibliography is done by this template.

REFERENCES

- Earnshaw, Samuel (1842). "On the Nature of the Molecular Forces which regulate the Constitution of the Luminiferous Ether". *Transactions of the Cambridge Philosophical Society* 3.1, pp. 97–112.
- Sandford, Scott A (1995). "Apples and Oranges: A Comparison". *Annals Of Improbable Research* (May 1995).