

ASVspooF Workshop 2024 Paper Preparation Guidelines

In the following, you will find guidelines and templates for preparing a full paper for ASVspooF Workshop 2024 electronically. We suggest that you print and read this information carefully before downloading the template packages.

1. General Information
2. Microsoft Word Template
3. LaTeX Template
4. Additional Instructions

1. General Information

- All manuscripts must be in English.
- The paper must be no longer than eight (6 + 2) pages. Up to 6 pages may contain technical content, figures, appendices, and references, while the 7th and 8th pages may contain only references.
- To achieve the best viewing experience for the proceedings, we strongly encourage using Times-Roman font (the LaTeX style file, as well as the Word template files, use Times Roman). This is needed to give the Proceedings a uniform look.
- The paper should be in the following format:
 - Maximum eight (8) A4-size pages.
 - Single-spaced
 - Two (2) columns
 - Printed in black ink
 - No smaller than nine (9) point type font throughout the paper, including figure captions. In nine-point type font, capital letters are 2 mm high.
 - Do NOT include headers and footers. The page numbers, session numbers, and conference identification will be post-processed automatically, at the time of printing the Proceedings.
 - The first page should have the paper title, author(s), and affiliation(s) centered on the page across both columns. The remainder of the text must be in the two-column format, staying within the indicated image area.
- Any text or other material outside the following margins will not be printed:
 - All text and figures must be contained in a 170 mm x 235 mm image area (not including headers and footers given in the template files).
 - The left margin has to be 20 mm.
 - The spacing between columns has to be 10 mm.
 - The top margin has to be 25 mm (except the first page 30 mm to the title top).Center each page within this image area in a two-column format.
- Follow the style of the sample paper that is included concerning title, authors, affiliations, abstract, heading, and subheadings. (Again note: Page numbers, session numbers, and conference identification will be inserted by the conference organizers at the time of printing the Proceedings).
- Print the paper on white paper and check that the positioning (left and top margins), as well

as other layout features, are correct.

2. Microsoft Word and OpenDocument Templates

If your paper will be written using Microsoft Word or OpenDocument, please download the templates, which allows producing the proper format. On ASVspooF website, you will find the following files:

- ASVspooF_Workshop 2024_Word_Template.docx
- ASVspooF_Workshop 2024_OpenDocument_Template.odt
- ASVspooF_Workshop 2024_PDF_Template.pdf

3. LaTeX Template

If your paper will be typeset using LaTeX, please download the template package that produces the proper format. You will find the following files:

- ASVspooF_Workshop 2024_LatexTemplate.tex (LaTeX template)
- ASVspooF.sty (style file to be used with the template)
- IEEEbib.bst (bibliography style file)
- ASVspooF_BibEntries.bib (example bib file used in the template)
- PDF version generated from the template.

Note that you need to submit the paper as a PDF file. The LaTeX Templates distributed for ASVspooF 2024 Workshop have been worked out using the MiKTeX-2.9 distribution for Microsoft Windows. You may consult the CTAN (Comprehensive TeX Archive Network) at <http://www.ctan.org/> or <http://www.tex.ac.uk/> or <http://www.tex.ac.uk/FAQarchives.html> for recent updates and style files.