

HOW TO PREPARE A MANUSCRIPT

The manuscript should be written in English and neatly typed or printed on one side of the A4-paper using **double line spacing**. The authors of contributed papers are able to use **8 double line-spacing pages** for the Main Text that begins with Introduction and ends with Conclusions when the paper typically includes 15 references and 5 tables/figures. The invited papers are able to use **12 double line-spacing pages** for the Main Text when the paper typically includes **30** references and **9** tables/figures.

Unclear hand-written insertions are not acceptable. The paper-length should not exceed 4 printed pages (less than **4800 words**) for contributed papers and 6 printed pages for invited papers (less than **7200 words**). The following guidelines should be carefully observed.

Number all pages, from the very first to the very last. The **TITLE PAGE(S)** should contain the following items, in exactly the given order:

- (1) **Program Number / Conference Code**
(for example, PC-02INV / ISS2004)
- (2) **Version Date**, stating when that particular version was submitted. When revised, add the revised date.
- (3) **Title** of the paper. Do not use capital letters.
- (4) **Author's Names** (initials or first names before surnames), separated by commas and each followed by a superscript letter (^a etc.), referring to the respective address.
- (5) **Addresses**, each preceded by a superscript letter (^a etc.), referring to the respective author name(s).
- (6) **Abstract**, which should be self-contained (no footnotes or references) and serve both as an index to and a brief summary of the paper.
- (7) Two or more PACS codes. A complete list of PACS codes is available at <http://www.elsevier.com/locate/pacs>
- (8) **2–4 Keywords**, which will be quoted in the Subject Index and 1 or 2 Keywords for the Materials Index of the Proceedings.
- (9) Name and complete **Postal address** of the **corresponding author** that is responsible for further correspondence, plus his valid **Phone number, Fax number and E-mail address**.

The **NEXT PAGES** should contain the following items (in just this order): Main Text, Acknowledgements (e.g. for grants), Appendix, References, Tables (with captions), list of Figure Captions. Then a set of first-quality figures and photographs follows. But do not import figures into the text file.

NOTATION must be legible, clear, compact and consistent with standard usage. All unusual or handwritten symbols whose identity may not be obvious to the typesetter must be identified in the left margin at first appearance. **Vectors** should be printed in **bold characters**; they will be typeset *bold italic*. Special attention should be given in the left margin to characters that can be misread, such as: l (ell), 1 (one), ' (prime), o (lower case), O (capital), 0 (zero), ° (degree), v (vee), ν (Greek nu), c (lower case), C (capital), i, I, s, S, x, X, \times (times), z, Z, p, P, ρ (Greek rho), k, K, κ (Greek kappa), etc. Please note the following Journal-specific notation: BCC, FCC, RF, RT, AC, DC, at%, wt%. Always abbreviated and with initial capital: Fig. 4, Eq. (3), Ref. [2]. Always use 'single' quotation marks. **Separate units from the preceding number by a space (230 K, 2.5 kHz, 3.2 A/m, etc.), but close up degrees and percentages (24°C, 53%).** You are requested to **italicize** all symbols (the variables —not the units or standard functions such as exp, cos). However, on the other hand, subscripts and superscripts should be printed roman (i.e. not italic) if they do not denote a variable or an index but an abbreviation [e.g. T_C (Curie-temperature), E_g (ground-state-energy)].

FORMULAS should be displayed (i.e. put on separate lines) when they are important or quoted elsewhere, but also if they are likely to be broken incorrectly in the printed text. Displayed equations should still fit into the Journal text column width (i.e.

7.5 cm), so you should break long lines at suitable places, with this width in mind. Equation numbers should be put at the right margin. To permit a page break, they should not refer to a group of equations; rather subdivide your numbering [e.g. (2a), (2b)].

TABLES (with Arabic numbering in order of appearance) have a table caption on the top. Their structure should be clear, with simple column headings giving all units. Choose the least space-consuming layout; in most cases this means rather making **long** than wide tables, to make them fit into a single printed text column.

FIGURES should be **ORIGINAL** drawings / glossy prints or photographs, i.e. **Xerox copies will NOT be accepted!** Good laserprints are acceptable if they are absolutely clear and stainless. Electron micrographs should be provided with a scale bar within the figure. All details (lettering, plotted symbols) should have proportionate dimensions so as not to become illegible or unclear after reduction; in general the figures should be half the size of a typewritten page and also should be designed for reduction to one-column width (7.5 cm). Avoid small open symbols which tend to fill in upon reduction. The size of the lettering should be no less than 1.5 mm after reduction. Please check carefully for spelling mistakes and consistency with the main text. Compile individual graphs with identical axis values and analogous captions. All figures should be identified on the margin (or back of photographs) by their figure number and the program number of the conference. The numbering should be in the order in which they are referred to in the text. Photographs can not be mounted unless part of a composite figure. Finally, the **figure captions** should not be put under the figures but rather listed together on a **separate sheet**, preceded by 'Fig. 1.' etc. **Colour plates**. Figures may be published in colour, if this is judged essential by the Editor. The author will bear the extra costs involved. Further information is available from the publisher. **REFERENCES** should be consecutively numbered in the text [in square brackets], also according to their order of appearance. The information should be presented in the correct Journal style (see recent issues), especially with regard to the order of items. Include authors, journal names, page numbers, book editors, book or proceedings publishers (with location), and year of publication:

- [1] M.N. Kunchur, S.J. Poon, Phys. Rev. B 43 (1991) 2916.
 - [2] J.R. Clem, in: R. Hein, T. Francavilla, D. Liebenberg (Eds.), Magnetic Susceptibility of Superconductors and Other Spin Systems, Plenum, New York, 1991, pp. 177–186.
- See examples in previous ISS proceedings and Physica C.

CHECKLIST

- (1) Submit two sets (one original and one copy) of the paper. The original should include a set of *first-quality original* figures / photographs.
- (2) The length of the manuscript may not exceed the conference limit.
- (3) The manuscript should be double-spaced throughout.
- (4) Number all pages consecutively (including tables and figures).
- (5) Give Program Number on the first left-handed line on the first page.
- (6) Give full postal address of the corresponding author plus *Fax and E-mail nos.*, and PACS codes and *keywords* on the first page.
- (7) Give references complete and in Journal style.
- (8) Put the figure captions in a list on a separate sheet.
- (9) Confirm that figures are separate from the text.