

AUTHOR'S INSTRUCTIONS FOR PAPERS TO BE SUBMITTED FOR THE CONFERENCE RECORD

Conference Record

The Conference Record provides timely publication of all papers presented and submitted for publication at the Nuclear Science Symposium (NSS) and Medical Imaging Conference (MIC). The papers will receive no peer review and only a cursory editorial check. The Conference Record will be published electronically as a CD-ROM and every NSS/MIC registrant will receive a copy. Additional copies of the Conference Record can be ordered at the Symposium registration area.

All contributors for both oral and poster sessions are invited to submit a paper. **The cutoff date for submitting papers to the Conference Record is the last day of the conference, Saturday, November 14th.** Absolutely no manuscripts will be accepted after this date unless the corresponding author has received prior approval by the Guest Editor. If your paper is not received by this date, only the title, abstract and summary that was originally submitted to the Program Committee will be published.

Authors should be aware that the Conference Record is *not a refereed publication*, and therefore should also consider submitting their work to the *IEEE Transactions of Nuclear Science* or the *IEEE Transactions on Medical Imaging*, as appropriate.

How to Prepare Your Manuscript

Conference Record Manuscript Format: Manuscripts for the Conference Record must be prepared in accordance the *same* format specifications as used for the IEEE TNS. These instructions, as well as templates for preparing documents using several popular word processors (including Microsoft Word and LaTeX) can be found on the web at http://www.tns.fnal.gov/ieec_tns/confedit/authtbl.htm under the heading "ConfTNS-1c: Instructions for Authors of Papers for Publication in the Conference Issue of the *IEEE Transactions on Nuclear Science*". The page limit guidelines for the Conference record are also the same as for the TNS, which states that the length of the manuscript must be commensurate with the amount of information conveyed. Most papers will be five pages or less in length, and a paper of eight pages or more is very uncommon, but may be justified in some rare cases. Since the formatting instructions and page limits for the Conference Record and TNS are the same, authors may submit the *same* manuscript to both publications. However, only papers to the TNS and TMI will undergo the review process, and changes made a result of the review will not appear in the Conference Record.

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Paper Submission: Three copies of each manuscript must be submitted to the Guest Editor at the conference or mailed to him at the address given below. The location of the Guest Editor's office will be posted in the registration area at the conference. The deadline for Conference Record submissions is **no later than the last day of the conference, Saturday, November 14th**, and no papers will be accepted after this date unless prior approval of the Guest Editor has been obtained. A signed IEEE Copyright release form must also accompany each submission. Copyright forms can be downloaded from web at http://www.tns.fnal.gov/ieec_tns/confedit/authtbl.htm and filled out prior to arriving at the conference. Authors should also retain a copy of their manuscripts and copyright form for their own records.

Electronic Submission: All papers submitted to the Conference Record must be sent electronically to the conference FTP site in order to be included in the CD ROM proceedings of the meeting. This is done by making an FTP connection to <ftp.seps.com>/NSSMIC98 and using standard file transfer protocol to transfer the file (some users may have to connect to <ftp.seps.com>, login with username *anonymous* and password *guest*, and then change directory to NSSMIC98 by typing the command `cd NSSMIC98`). Files can be transferred directly as Postscript or PDF files, or they may be compressed using a standard file compression utility (e.g., pkzip, tar, etc.). When transferring files to the FTP site, it is preferable to use binary mode rather than ASCII, as it is more reliable in producing an exact copy of the file on the remote host. The file should be given a name starting with the Paper Number followed by the appropriate extension. For example, if your paper number is N2-1, and your file is a postscript file, then the filename should be N2-1.ps. The extension for PDF should be .pdf, and for compressed files, the extension should reflect the type of the data compression utility (e.g., .zip, .tar, etc.).

After the paper has been successfully transferred to the FTP site, the author should send an E-mail message to the Guest Editor notifying him that the paper has been delivered. The message should contain the corresponding author's name, phone, FAX and E-mail address, along with the title of the paper, the conference at which it was presented (NSS or MIC), the paper number, and the filename. **DO NOT** send another copy of the paper itself as an attachment. Please indicate in the subject line of the message "1998 NSS/MIC FTP notification".

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