

INSTRUCTIONS FOR AUTHORS OF PAPERS USING MICROSOFT WORD

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ABSTRACT


This set of instructions for producing a proceedings paper for the 2009 Winter Simulation Conference (WSC) with Microsoft Word also serves as a sample file that you can edit to produce your submission, and a checklist to ensure that your submission meets the WSC 2009 requirements. Please follow the guidelines herein when preparing your paper. Failure to do so may result in a paper being rejected, returned for appropriate revision, or edited without your knowledge.

1 INTRODUCTION

This paper provides instructions for the preparation of papers for the 2009 Winter Simulation Conference (WSC) with Microsoft Word. There is a companion paper that provides instructions for the preparation of papers using LaTeX. **The easiest way to write a paper using Microsoft Word that complies with the requirements is to use the wsc09word.dot template file.**

An author kit is available online via www.wintersim.org. The author kit includes this Microsoft Word document and its LaTeX companion. It also includes guidelines that you may find helpful for writing a conference paper and for giving a presentation. **Note that WSC papers are now a single-column format paper.**

When preparing your paper in Word, you are required to use the Word template, wsc09word.dot. The easiest way to use this template is to simply copy the template to your working directory and double-click the template from your operating system. This will launch Word and will create a new document based on the template. Alternatively, copy the template into the directory containing Word's default templates. The default template directory depends on the operating system. Find the default template directory by searching for one of the default templates (for example, normal.dot). Then place the new template in that directory. To access the template, you should open a new Word document by selecting File/New from Word's menu bar; then the dialog box opens with an option to find templates.

A set of styles are defined in the template so that authors can easily achieve the required format. You should look carefully at how the styles are applied in this document. One simple way to get started with styles is to start with the sample paper and simply replace the existing text. Do not try not to make "manual" formatting changes to the text—let styles do the work. For example, instead of manually indenting paragraphs to conform to the WSC 2009 specifications, simply apply the corresponding predefined style from Table 1; then the paper will then meet indenting requirements. To view the styles defined in wsc09word.dot, open the Style Area Panel by clicking the  button on the toolbar. The Style Area also shows the style currently applied to each paragraph. Change the size of the Style Area Panel by clicking and dragging on its left edge. An easy way to work with the Styles in the template is to make the Style Area about the width of one column and scroll horizontally in the document viewing area to display the column being edited.

The style that appears in the box labeled "Formatting of selected text" is the formatting style that has been applied to the text at the current cursor position. To apply different formatting, choose the appropriate format from the list labeled "Pick formatting to apply." The specific formatting instructions for a style may be viewed by placing the cursor over the style of interest. A Tool Tip will appear listing the formatting instructions. For additional help with styles, review the Word Help topic "Formatting with Styles." Avoid updating the styles that are provided; the proceedings editors have checked that the formatting provided by the styles is that needed for the WSC.

Note that some styles appearing in this template are not found in the original wsc09word.dot template nor in Table 1 below because formatting that is added during the normal editing process will appear in the Style Area Panel. The safest way to ensure conformance to formatting requirements is to apply only styles that are listed in Table 1 below and in the wsc09word.dot template file.

Table 1: Defined Word Styles

Style Name	Description
Normal	Normal text – no indent – used for first paragraphs after headings
Normal Indent	Normal text – indented – used for all paragraphs following the first for a section.
Title	Titles
Abstract Heading	Heading style for Abstract
Heading	Unnumbered headings – e.g. References, Acknowledgments, Author Biographies, etc.
Heading <i>i</i>	Numbered headings for level <i>i</i> headings
ProgramStart	First line in a program listing
Program	“in-between” lines in a program listing
ProgramEnd	Last line in a program listing
ProgramBoth	Single-line program statements
Figure Label	Single-line figure caption
Figure Label Multiline	Multi-line figure caption
Table Label	Single-line table caption
Table Label Multiline	Multi-line table captions
A Appendices	Appendix heading
Reference	References
Biography	Author Biographies
Equation	Equations
1. List enum	Numbered lists
List Bulleted	Bulleted lists
Hyperlink	Hyperlinks

2 GENERAL GUIDELINES

2.1 Paper Submission

You will electronically submit the word-processor source file (.doc) for your paper and, optionally, the paper in Portable Document Format (.pdf), at www.wintersim.org.

The .pdf file allows the editors to ensure that the edited version of your paper conforms reasonably to the appearance that you intended. Final pdf files are generated by the conference proceedings editors.

You will also need to transfer the copyright of your article to the WSC using the copyright transfer form that will be available via the conference website at the appropriate time. *In order for your paper to be published by the WSC, you must complete the transfer of copyright.* When you have successfully transferred the copyright, you will receive a .pdf receipt. Please email a copy of this receipt to wsc09proceedings@gmail.com.

If you are unable to satisfy these requirements then you should contact the proceedings editors.

2.2 Length Constraints

2.2.1 Length of the Abstract

The abstract should be at most 150 words. Since abstracts of all papers accepted for publication in the proceedings will also appear in the final program, the length limit of 150 words will be strictly enforced for each abstract. The abstract should con-

sist of a single paragraph, and it should not contain references or mathematical symbols. Do not include a list of keywords. Keywords are not used in WSC proceedings.

2.2.2 Length of the Paper

The page size in the proceedings must be 8.5 inches by 11 inches (21.6 cm by 27.9 cm). The overall length of the paper should be at least 3 proceedings pages. Papers should be at most 12 pages, except for introductory tutorials, advanced tutorials, and panel sessions, for which the limit is 15 pages.

2.2.3 Font Specification and Spacing

The paper should be set in the Times New Roman font using a 10-point font size. The paper should be single spaced – that is, 6 lines per inch. Do not use other fonts; use of other fonts means the proceedings editors will need to change the font.

2.2.4 Margins

The width of the text area is 7 inches (17.8 cm). The left and right margins should be 0.75 inches (1.9 cm) on each page. Except for the first page, the top and bottom margins should be 1 inch (2.5 cm).

2.2.5 Justification

Headings of sections, subsections, and subsubsections should be left-justified. One-line captions for figures or tables should be centered. A multiline caption for a figure or table should be fully justified. All other text should be fully justified across the page (that is, the text should line up on the right-hand and left-hand sides of the page).

2.3 Headings of Sections, Subsections, and Subsubsections

Section, subsection, and subsubsection headings should appear flush left, set in the bold font style, and numbered as shown in this document. The headings for the Abstract, Acknowledgments, References and Author Biographies sections are not numbered. Section headings should be set in **FULL CAPITALS LIKE THIS PHRASE**, while subsection and subsubsection headings should be **Capitalized in Headline Style like This Phrase**. Lengthy headings should be broken across two or more lines in a way similar to the heading of this subsection. Insert one blank line before and after each heading.

2.3.1 Paragraphs

The first paragraph after a heading should not be indented; all other paragraphs should be indented by 0.25 inches. Do not insert additional space between paragraphs.

Programming code should use “Program Start, Program, and Program End” Styles with the following guidelines.

```
class Exponential{
...// Properties of the Exponential
};
```

One-line programs should use the “Program Both” style.

```
Exponential interArrival;
```

2.3.2 Footnotes

Do not use footnotes; instead incorporate such material into the text directly or parenthetically.

2.3.3 Page Numbers

Do not include page numbers. Page numbers are generated by the proceedings editors once all accepted papers are ordered for the final proceedings.

3 FORMATTING THE FIRST PAGE

3.1 Running Heads

The running head (provided in the template) in the upper left-hand corner of the first page (which should read *Proceedings of the 2009 Winter Simulation Conference ...*) is left-justified and set in the 10-point italic font style. You do not have to change the content of the first page header; the first page header was set by the proceedings editors in the preparation of this document.

Running heads on the second and subsequent pages should contain the last names of the authors, centered and set in the 10-point italic font style. For example, running heads for papers with varying numbers of authors would appear like *Hill*, or *Rossetti and Hill*, or *Rossetti, Hill and Johansson*, etc. Separate the last names of the authors with a period, except for the last author, use ‘and’. List all authors; do not use *et al.* The author names are listed in the same order as they appear on the title page. This will be the same order when providing the author biographies at the end of the paper. Once on the second page of your document, view the Header and make the appropriate changes.

3.2 Title and Authors

Center the title of the paper on the page and set it in bold **FULL CAPITALS** so that the top edge of the title begins 1.5 inches from the top of the page. Multiline titles should have about the same amount of text on each line. There should be 2 blank lines between the title and the authors’ names.

Each author’s name should be capitalized and centered on a new line, with the author’s first name first and no job title or honorific. Insert 1 blank line between the author’s name and address. Type the complete street address, without abbreviations, followed by the city, standard two-letter state or province abbreviation, zip code, and country. The address should be centered and capitalized, except for the country, which should be set in FULL CAPITALS. (See the first page of these instructions.) For papers with multiple authors, the authors should be listed in order of decreasing contribution, with authors from the same institution grouped together if possible. Different formats for multiple authors are shown as examples at the end of this document. There should be 3 blank lines between the author names and the text of the paper. The authors are provided in a table so adding and deleting columns is done via the table commands. Do not include emails on the first page; emails for authors are provided in the author biographies.

4 FORMATTING SUBSEQUENT PAGES

For the remaining pages, the top margin should be 1 inch (2.5 cm).

4.1 Mathematical Expressions in Text and in Displays

Display only the most important equations, and number only the displayed equations that are explicitly referenced in the text. To conserve space, simple mathematical expressions such as $\bar{Y} = n^{-1} \sum_{i=1}^n Y_i$ may be incorporated into the text. Mathematical expressions that are more complicated or that must be referenced later should be displayed, as in

$$s^2 = \frac{1}{n-1} \sum_{i=1}^n (Y_i - \bar{Y})^2.$$

If a display is referenced in the text, then enclose the equation number in parentheses and place it flush with the right-hand margin of the column. For example, the quadratic equation has the general form

$$ax^2 + bx + c = 0, \quad \text{where } a \neq 0. \tag{1}$$

In the text, each reference to an equation number should also be enclosed in parentheses. For example, the solution to (1) is given in (2) in Appendix A. Note that equation numbers are not automatically generated or referenced.

If the equation is at the end of a sentence, then you should end the equation with a period. If the sentence in question continues beyond the equation, then you should end the equation with the appropriate punctuation—that is, a comma, semicolon, or no punctuation mark.

If you are using Microsoft Equation Editor 3.0, then select the “Equation” style on the line where the equation will appear. Then press the TAB key to move the cursor to the center of the column. From Word’s menu bar, select Insert/Object. On the Create New tab, select object type Microsoft Equation 3.0, and type the equation. While in the Equation Editor, you should verify that the font size is at most 10 points. On the Equation Editor’s menu bar, select Size/Define, click Custom,

and set the “Full” font size to 10. Close the Equation Editor. If you want to include the equation number, press the TAB key. This will move the cursor to the right-hand margin; then type the equation number enclosed in parentheses. Insert a blank line after the equation and then return to the “Normal” style to continue a paragraph or “Normal Indent” to start a new paragraph.

If you are using MathType, insert a blank line before the line for the equation. Click the “Insert Display Equation” button on MathType’s Equation Editor menu bar. Before you type the equation, verify that the font size is at most 10 points by choosing Size/Define. After typing the equation, close the MathType Equation Editor, press the TAB key to move the cursor to the right margin, and type the equation number, if any, enclosed in parentheses. For unnumbered equations, MathType users should click the “Insert Display Equation” button.

4.2 Displayed Lists

A displayed list is a list that is set off from the text, as opposed to a run-in list that is incorporated into the text. The bulleted list given below provides more information about the format of a displayed list.

- Use standard bullets instead of checks, arrows, etc. for bulleted lists.
- For numbered lists, the labels should not be Arabic numbers enclosed in parentheses because such labels cannot be distinguished from equation numbers.
- You may need to restart the numbering on numbered lists. To do so, right click on the first entry in the list.

4.3 Definitions and Theorems

Definitions, theorems, propositions, etc. should be formatted like a normal paragraph with a boldface heading as shown in the examples below. Number these items separately and sequentially. You may choose to separately number theorems, propositions, corollaries, etc., as opposed to the example below where corollaries and theorems are numbered together. Do not use a period after the definition, theorem, corollary or proposition number.

Definition 1 *In colloquial New Zealand English, the term dopey mongrel is used to refer to someone who has exhibited less than stellar intelligence.*

Theorem 1 *If a proceedings editor from New Zealand accidentally deletes his draft of the author kit shortly after completing it, he would be considered to be a dopey mongrel.*

Corollary 2 *One of the proceedings editors is a dopey mongrel.*

4.4 Figures and Tables

Figures and tables should be centered within the text and should not extend beyond the right and left margins of the paper. Figures and tables can make use of color since the WSC produces electronic proceedings. Figures and tables are numbered sequentially, but separately, using Arabic numerals.

To insert a table, use the usual Table option on the standard tool bar. To center the table, first select the table, then choose Table/Table Properties, followed by the Table tab and click the Center button for Alignment and the None button for Text wrapping.

Each table should appear in the document after the paragraph in which the table is first referenced. One-line captions are centered, while multiline captions are left justified. This template **does not** use the Word capabilities to insert table captions and thus does not use the automatic referencing capabilities of Word. Instead add the appropriate caption above the table and use the “Table Label” style for tables with a single-line caption. Use the “Table Label Multiline” style for multiline table captions. The caption should begin with the word Table, followed by the table number and a colon. Captions are written using normal sentences with full punctuation. It is fine to have multiple-sentence captions that help to explain the table. See Tables 1 and 2 for examples.

Table 1: Table captions appear above the table, and if they are longer than one line they are left justified. Captions are written using normal sentences with full punctuation. It is fine to have multiple-sentence captions that help to explain the table.

Creature	IQ	Diet
dog	70	Anything
cat	75	almost nothing
human	60	ice cream
dolphin	120	fish fillet

Table 2: Counting in Maori.

English	Maori
one	Tahi
two	Rua
three	Toru

Each figure should appear in the document after the paragraph in which the figure is first referenced. Figure captions appear below the figure. One-line captions are centered, while multiline captions are left justified. This template **does not** use the Word capabilities to insert figure captions and thus does not use the automatic referencing capabilities of Word. Instead add the appropriate caption below the figure and use the “Figure Label” style to label the figure for a single-line caption. Use the “Figure Label Multiline” style for multiline captions. The caption should begin with the word Figure, followed by the figure number and a colon. See Figures 1 and 2 for examples.

Paste figures as pictures into the document. To center the figure, select the picture, right-click, and choose Format Picture. From the Layout tab select “In line with text” and click OK. With the picture selected, apply the “Centered” style.

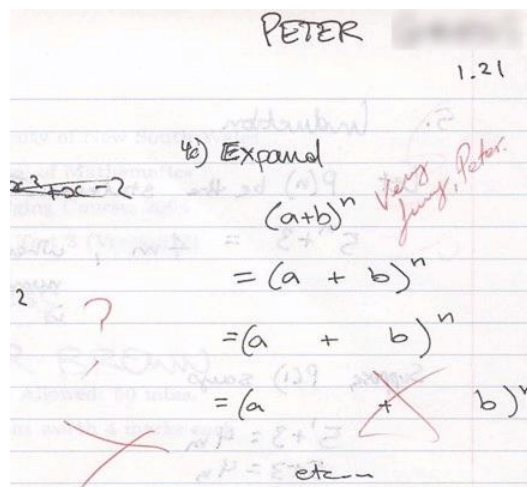


Figure 1: An unusual answer to a question

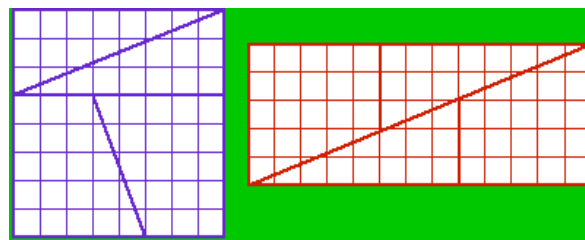


Figure 2: The area of the square is 64 squares, while that of the rectangle is 65 squares, yet they are made of the same pieces! How is this possible?

References to tables and figures identified by number are capitalized. For example, “We see in Table 5 that...” and “We see in the previous table that...” are both correct.

Please ensure that your graphics files use standard fonts (Times New Roman, Symbol, etc.).

4.5 Hyperlinks

A *hyperlink* specifies a Web address (URL) or an e-mail address. The use of hyperlinks allows authors to give readers access to external electronic information, such as a dynamic simulation or animation.

Each hyperlink should be set in the Courier New font using the 10-point font size. Hyperlinks are *not* underlined. All hyperlinks should be enclosed in angle brackets (that is, <>).

A live hyperlink (or hot link)—that is, a hyperlink that will activate your Web browser and take it to an external Web site or that will activate your e-mail software for sending a message to a specific e-mail address—should be colored red. You have already seen examples of such hyperlinks in this paper. The use of live hyperlinks is at the discretion of the author(s).

Using live hyperlinks requires the format defined in the “Hyperlink” style. To insert a live hyperlink into a WSC paper, please follow the following steps:

1. In the current paragraph style, enter the complete Web address (URL) or e-mail address enclosed in angle brackets (<>) at the point in the text where the live hyperlink is to appear.
2. Select the displayed text of the live hyperlink and apply the “Hyperlink” style.
3. With the displayed text selected, choose **I**nser**H**yper**L**ink from the menu bar or right-click and select “Hyperlink.”
4. In the dialog box that appears, select the button labeled “E**X**isting File or Web Page” or “E-**m**ail address.” The box labeled “Text to display,” will be grayed out with the words “Selection in Document.”
5. In the second box labeled “Address” type only the correct e-mail or Web address, with the prefix `http://` for a Web address but without angle brackets. If the angle brackets are present in the “Address” box, then the hyperlink will not work.

If it is necessary to break the displayed text of the e-mail or Web address across two or more lines, then a soft return (SHIFT+ENTER) may be used to insert line breaks in the displayed text of the live hyperlink (as opposed to being inserted in the “Address” box referred to above). These soft returns should be added to the displayed text *prior* to step 3.

If *any* editing is made to the displayed text of a live hyperlink, then the “Address” box referred to above should be re-checked to ensure no extraneous characters have been introduced into that box. To check the “Address” box for accuracy, place the cursor anywhere in the displayed text of the hyperlink and right-click. Select “Edit **H**yper**L**ink.” If extraneous characters have been introduced, delete them from the “Address” box.

Non-live hyperlinks—that is, the hyperlinks that are included in the text for the reader’s information but do not actually invoke the reader’s Web browser or e-mail software should be colored black.

Author(s) must ensure that the text displayed for each hyperlink is complete and correct so that a reader who has only a hard copy of the paper can still access the cited material by typing the relevant part of the displayed text of the hyperlink into the address bar of a Web browser. This is especially important since WSC papers are filed in the IEEE Xplore digital library which does not allow hyperlinks, so for that purpose the hyperlinks are removed. The hyperlinks still appear in the CD of the proceedings and in other repositories.

4.6 Citing a Reference

To cite a reference in the text, use the author-date method. Thus, Chien (1989) could also be cited parenthetically (Chien 1989). For a work by more than three authors, use an abbreviated form. For example, a work by Banks, Carson, Nelson and Nicol would be cited in one of the following ways: Banks et al. (2000) or (Banks et al. 2000).

Parenthetical citations are enclosed in parentheses (), not square brackets []. The items in a series of such citations are usually separated by commas. If an item in the series of parenthetical citations contains punctuation because (for example) it refers to a work with three or more coauthors, then all items must be separated by semicolons.

The following is a list of **correct** forms of citations:

- Brown and Edwards (1993),
- (Brown and Edwards 1993),
- (Brown and Edwards 1993, Smith 1997), and
- (Arnold, Brown, and Edwards 1992; Brown and Edwards 1993; Smith 1997).

The following is a list of **incorrect** forms of citations:

- Brown and Edwards [1993],
- (Brown and Edwards, 1993),
- (Brown and Edwards, 1993; Smith, 1997), and
- (Arnold Brown and Edwards 1992, Brown and Edwards 1993, Smith 1997)

There are many reference and citation styles. Clarity and consistency should be your primary concern.

4.7 List of References

Place the list of references after the appendices. The section heading is **REFERENCES**, and is not numbered. List only references that are cited in the text. Arrange the references in alphabetical order (chronologically for a particular author or group of authors); do not number the references. Give complete references without abbreviations. To identify multiple references by the same authors and year, append a lower case letter to the year of publication; for example, 1984a and 1984b.

Use hanging indentation to distinguish individual entries. Do not insert additional space between references. The bibliographic style for a journal article is:

<Surname of first author>, <First author initials>, <Initials and surnames of other authors>. <year>. <Article title>. <Journal Name in Headline Italics> <Volume number>:<page numbers>.

The format for other types of reference can be inferred from the examples in the references section, which include:

- a technical report (Chien 1989),
- a proceedings article (Cheng 1994),
- a journal article (Gupta, Nagel, and Panchapakesan 1973),
- a book by 2 authors (Hammersley and Handscomb 1964),
- a chapter in a book (Schruben 1979),
- an unpublished thesis or dissertation (Steiger 1999),
- a book with no identified authors (The University of Chicago Press 2003), and
- a document available on the web (Mugglenet 2005).

Be sure that references to past WSC proceedings, such as (Cheng 1994) include the necessary information such as *Proceedings of the xxxx Winter Simulation Conference*, following by the list of editors, then the page number range for the paper and finally the publisher information, Piscataway, New Jersey: Institute of Electrical and Electronics Engineers, Inc.

5 AUTHOR CHECKLIST

We strive for a consistent appearance in all papers published in the proceedings. If you used the template and styles within this author's kit, then almost all of the requirements in this checklist will be automatically satisfied, and there is very little to check.

Please **print a hardcopy of your paper**, and go over your printed paper to make sure it adheres to the following requirements. *Thank you!*

1. Abstract
 - (a) 150 or fewer words.
 - (b) No list of keywords.
2. Paper Length
 - (a) At least 3, but no more than 12 pages (15 pages for papers in the introductory and advanced tutorial tracks and for panels).
 - (b) Page size is letter size (8.5" x 11", or 216 mm x 279 mm).
3. All text is in 10-Point Times New Roman.
4. Spacing and Margins
 - (a) Single spaced (6 lines per inch).
 - (b) Left and right margins are each 0.75 inch.
 - (c) Top and bottom margins are each 1 inch except first page.
 - (d) First page has 1.5 inch margin from the title to the top of the page, and a 1 inch bottom margin.
5. Section Headings
 - (a) Left justified and set in **BOLDFACE ALL CAPS**.
 - (b) Numbered, except for the abstract, acknowledgments, references and author biographies.
 - (c) Subsection headings are not set in all capitals.
6. No footnotes or page numbers.
7. The running head on the first page is as given in the template file, and the running head on subsequent pages is the surnames of the authors.
8. The title is in **10 POINT BOLDFACE ALL CAPS**
9. Multiple authors are formatted correctly, with email addresses and other information in the Author Biography section.
10. Equations are centered and any equation numbers are in parentheses and right-justified.
11. Figures and Tables

- (a) All text in figures and tables is readable.
- (b) Table captions appear above the table. Figure captions appear below the figure.
- 12. Citations and References
 - (a) Citations are by author and year, and are enclosed in parentheses, not brackets.
 - (b) References are in the hangref style, and are listed alphabetically by the last names(s) of the author(s).
- 13. Author biographies are one paragraph per author.
- 14. Hyperlinks
 - (a) Hyperlinks will work as of the date of December 2008.
 - (b) Live hyperlinks are red. Nonlive hyperlinks are black.

After verifying that your paper meets these requirements, please go to the final submission page at www.wintersim.org and submit your paper. Be sure to complete the transfer of copyright and email a copy of your .pdf receipt to wsc09proceedings@gmail.com. Thank you for contributing to the WSC!

ACKNOWLEDGMENTS

Place the acknowledgments section, if needed, after the main text, but before any appendices and the references. The section heading is not numbered. These instructions are adapted from instructions that have been iteratively updated and improved by proceedings editors and several other individuals, who are too numerous to name separately, since the first set of instructions were written by Barry Nelson for the 1991 WSC.

A APPENDICES

Place any appendices after the acknowledgments and label them **A**, **B**, **C**, and so forth.

The solution to (1) has the form

$$x = \frac{-b \pm \sqrt{b^2 - 4ac}}{2a} \quad a \neq 0. \quad (2)$$

B GETTING HELP

If you need help in preparing your paper, contact the proceedings editors. You can reach the entire team by writing to our unified point of contact at wsc09proceedings@gmail.com.

You may also reach us individually using the contact information below:

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- The University of Chicago Press. 2003. *The Chicago manual of style*. 15th ed. Chicago: The University of Chicago Press.

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RAYMOND R. HILL is a Professor of Operations Research within the Department of Operational Sciences, Air Force Institute of Technology. His Ph.D. is from The Ohio State University in 1996. His research interests include applied statistics and experimental design, applied simulation, and heuristic optimization applied to various combinatorial optimization problems. He was the WSC Military Track chair in 2003, 2004, and 2005 and a Proceedings Editor for WSC 2008. His email is wsc09hill@gmail.com

BJÖRN JOHANSSON is an Assistant Professor at Product and Production development, Chalmers University of Technology, currently also a guest researcher at National Institute of Standards and Technology in Gaithersburg, Maryland, USA. His research interest is in the area of discrete event simulation for manufacturing industries. Modular modeling methodologies, environmental effects modeling, software development, user interfaces, and input data architectures are examples of interests. His email address is wsc09johansson@gmail.com.

LastName1, LastName2 and LastNameLastAuthor

First Name Last Name 1
First Name Last Name 2

Street Address 1
Street Address 2
Institution
City, ST Zip, COUNTRY

Figure 3: Example title page heading with 2 authors from the same institution.

First Name Last Name 1

Street Address 1
Street Address 2
Institution 1
City, ST Zip, COUNTRY

First Name Last Name 2

Street Address 1
Street Address 2
Institution 2
City, ST Zip, COUNTRY

Figure 4: Example title page heading with 2 authors from different institutions.

First Name Last Name 1

Street Address 1
Street Address 2
Institution 1
City, ST Zip, COUNTRY

First Name Last Name 2

Street Address 1
Street Address 2
Institution 2
City, ST Zip, COUNTRY

First Name Last Name 3

Street Address 1
Street Address 2
Institution 3
City, ST Zip, COUNTRY

Figure 5: Example title page heading with 3 authors from different institutions.

First Name Last Name 1

Street Address 1
Street Address 2
Institution 1
City, ST Zip, COUNTRY

First Name Last Name 2

Street Address 1
Street Address 2
Institution 2
City, ST Zip, COUNTRY

First Name Last Name 3

Street Address 1
Street Address 2
Institution 1
City, ST Zip, COUNTRY

Figure 6: Example title page heading with 3 authors (1st and 3rd authors from the same institution).

First Name Last Name 1

First Name Last Name 2

Street Address 1
Street Address 2
Institution 1
City, ST Zip, COUNTRY

First Name Last Name 3

Street Address 1
Street Address 2
Institution 2
City, ST Zip, COUNTRY

First Name Last Name 4

Street Address 1
Street Address 2
Institution 1
City, ST Zip, COUNTRY

Figure 7: Example title page heading with 4 authors (1st, 2nd and 4th authors from the same institution).

LastName1, LastName2 and LastNameLastAuthor

First Name Last Name 1

Street Address 1
Street Address 2
Institution 1
City, ST Zip, COUNTRY

First Name Last Name 2

Street Address 1
Street Address 2
Institution 2
City, ST Zip, COUNTRY

First Name Last Name 3

Street Address 1
Street Address 2
Institution 3
City, ST Zip, COUNTRY

Figure 8: Alternate example title page heading with 3 authors from different institutions.

First Name Last Name 1

Street Address 1
Street Address 2
Institution 1
City, ST Zip, COUNTRY

First Name Last Name 2

Street Address 1
Street Address 2
Institution 2
City, ST Zip, COUNTRY

First Name Last Name 3

Street Address 1
Street Address 2
Institution 3
City, ST Zip, COUNTRY

First Name Last Name 4

Street Address 1
Street Address 2
Institution 4
City, ST Zip, COUNTRY

Figure 9: Example title page heading with 4 authors from different institutions.