Author Guidelines for MIT LINC 2016 Proceedings Manuscripts

These formatting guidelines are *suggested* to assist you as you prepare to submit your paper to the 2016 LINC Conference.

All accepted papers will be published online and will be made available to conference attendees via a flash drive. Papers should not exceed 10 single-spaced pages in length.

We encourage submissions and do not want these formatting technicalities to get in the way of important writing and sharing. When in doubt, write it out, and we can fix up the formatting later.

Papers should be submitted using Easy Chair:
https://easychair.org/conferences/?conf=linc2016

<div style="border:1px solid black">

ONLY FOR FINAL VERSION
Given the double-blind nature of the revision,
no personal data or affiliation can appear on the paper (only on title page)
Author(s) Name(s)
Author Affiliation(s)
E-mail

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Abstract

The abstract is to be in fully-justified italicized text, at the top of the left-hand column as it is here, below the author information. Use the word "Abstract" as the title, in 12-point Times, boldface type, centered relative to the column, initially capitalized. The abstract is to be in 12-point, single-spaced type. Leave two blank lines after the abstract, then begin the main text. All manuscripts must be in English.

Formatting your paper

All printed material, including text, illustrations, and charts, should be kept within a print area of 6-1/2 inches (16.51 cm) wide by 8-7/8 inches (22.51 cm) high. Do not write or print anything outside the print area.

Main title

The main title (on the first page) should begin 1-3/8 inches (3.49 cm) from the top edge of the page, centered, and in Times 14-point, boldface type. Capitalize the first letter of nouns, pronouns, verbs, adjectives, and adverbs; do not capitalize articles, coordinate conjunctions, or prepositions (unless the title begins with such a word). Leave two blank lines after the title.

Author name(s) and affiliation(s)

Author names and affiliations are to be centered beneath the title and printed in Times 12-point, non-boldface type. Multiple authors may be shown in a two- or three-column format, with their affiliations below their respective names. Affiliations are centered

below each author name, italicized, not bold. Include e-mail addresses if possible. Follow the author information by two blank lines before main text.

Second and following pages
The second and following pages should begin 1.0 inch (2.54 cm) from the top edge. On all pages, the bottom margin should be 1-1/8 inches (2.86 cm) from the bottom edge of the page.

Type-style and fonts
Wherever Times is specified, Times Roman, or New Times Roman may be used. If neither is available on your word processor, please use the font closest in appearance to Times that you have access to. Please avoid using bit-mapped fonts if possible. True-Type 1 fonts are preferred.

Main text
Type your main text in 12-point Times, single-spaced. Do not use double-spacing. All paragraphs should be indented 1 pica (approximately 1/6- or 0.17-inch or 0.422 cm). Be sure your text is fully justified—that is, flush left and flush right. Please do not place any additional blank lines between paragraphs. Figure and table captions should be 12-point Helvetica (or a similar sans-serif font), boldface. Initially capitalize only the first word of each figure caption and table title. Figures and tables must be numbered separately. For example: "Figure 1. Database contexts", "Table 1. Input data". Figure captions are to be below the figures. Table titles are to be centered above the tables.

First-order headings
For example, "1. Introduction", should be Times 12-point boldface, initially capitalized, flush left, with one blank line before, and one blank line after. Use a period (".") after the heading number, not a colon.

Second-order headings
For example, "2.1". Second order headings should be Times 12-point boldface, initially capitalized, flush left, with one blank line before, and one after.

Do Not Use Third Order Headings

Illustrations, graphs, and photographs
All graphics should be centered.

Footnotes
Use footnotes sparingly (or not at all!) and place them at the bottom of the page on which they are referenced. Use Times 10-point type, single-spaced. To help your readers, avoid using footnotes altogether and include necessary peripheral observations in the text (within parentheses, if you prefer, as in this sentence).

References

List and number all bibliographical references in 11-point Times, single-spaced, at the end of your paper. When referenced in the text, enclose the citation number in square brackets, for example [1]. Where appropriate, include the name(s) of editors of referenced books.

[1] A.B. Smith, C.D. Jones, and E.F. Roberts, "Article Title", Journal, Publisher, Location, Date, pp. 1-10.

[2] Jones, C.D., A.B. Smith, and E.F. Roberts, Book Title, Publisher, Location, Date.

Do Not Number the Pages of your Paper