

# Guidelines for Authors

IM 2018 Stratford upon Avon

International Meeting of Collectors and Researchers of  
Slide Rules and other Historic Computing Instruments

Stratford, September 21–22, 2018

We expect that you write your paper with a typical, reasonably modern text processing system. We can accept files prepared by MicroSoft Word, OpenOffice or LibreOffice. We can also process pure text files.

Although your final paper will be converted to pdf for printing please do not submit your paper in pdf format as in the past we have experienced difficulty editing this format.

The following notes are designed to allow us to layout your paper in a consistent manner. Your formatting may not necessarily be used in the final printed version.

Mark sections and subsections by a bold title line.

For emphasis, use italic; bold face is reserved to titles. The use of colour is reserved to pictures. For mathematical formulae use the equation editor of your text processor. Footnotes can also be used, as provided by Word or OpenOffice but please do not use footnotes for literature references.

References should be marked by words or numbers in square brackets. Full citations are collected in the bibliography at the end. Please provide all information you have on your sources, and try to be specific in your references, such as volume/issue numbers. In particular, please add page numbers or chapter or section references where applicable

IM2018 is an international conference, thus the language of the proceedings is English. You can write either British or American English, but please be consistent in your choice.

Although you may include images in your paper and, of course, we welcome this since this will show us where you wish your images to appear, would you also please provide these images as a separate file.

In your text document you can use a lower resolution and resized version of it as a preview but for the final version we need all pictures in sufficient quality. Please provide us with the best quality picture that you have.

For drawings, in particular those with lettering, we would appreciate to get sketches early..

Important notice: For all illustrations you need the right to publish them. Please check with the original source, like a museum where you got a photograph. If there are fees to pay for the right to printing it, you will have to cover them. Please contact us if there are any doubts or questions.

We want you to write your article for the proceedings in the most informative way, without thinking of the final appearance — that is our job. This means that you should not care about line or page breaks or about the details of placement of figures and pictures. . There is no specific limit on the size of your article; take the space you need without being excessive.

!! If there is anything you want to appear special in your article, write a note in your manuscript marked with double !! signs, like in this example. We will figure out what you want and contact you as needed. In any case, we will be glad to help and answer any of your questions by email. To

Rod Lovett ([rod@lovet.com](mailto:rod@lovet.com)) or Peter Hopp ([Peterhopp678@btinternet.com](mailto:Peterhopp678@btinternet.com)) or

Jerry McCarthy ([jerry\\_mccarthy@talk21.com](mailto:jerry_mccarthy@talk21.com))

Please send all your files by email to **Jerry McCarthy** ([jerry\\_mccarthy@talk21.com](mailto:jerry_mccarthy@talk21.com))

If the size of the mail message gets too large, split it in group of messages or send a DVD. In most cases it will be sufficient to send (groups of) pictures as separate email messages.

Finally, please remember that these notes are only guidelines, not rigid rules!