

# Standard ITS Conference Format: Preparing Camera-Ready Submissions

*Author One*  
User Interface Laboratory  
ABC Corporation  
1234 Anywhere Road  
Anytown, NY 10027 USA  
+1-212-555-1212  
one@abc.com

*Author Two*  
Université de XYZ  
5678 rue des Parapluies  
99099 Crème de Menthe, FRANCE  
+33-12-34-56-78  
deux@uvw.xyz.fr

## ABSTRACT

Each paper should begin with an abstract, followed by a set of keywords, both placed in the left column of the first page under the left half of the title. All body text, such as this paragraph, should be set in 10 point Times Roman type, with 11 points between successive baselines. (We will repeat that later in this document to make sure that you do not forget.)

**ACM Classification:** H5.2 [Information interfaces and presentation]: User Interfaces. - Graphical user interfaces.

**General terms:** Design, Human Factors (Your general terms must be any of the following 16 designated terms: Algorithms, Management, Measurement, Documentation, Performance, Design, Economics, Reliability, Experimentation, Security, Human Factors, Standardization, Languages, Theory, Legal Aspects, Verification. See [1] for more details.)

**Keywords:** Guides, instructions, formatting.

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Use an A4 or 8.5"×11" sheet of paper. Center the image on the page. The whole image of your text must *completely* fit in a 17.8 cm×23.5 cm box. If you are not using LaTeX with the its.sty style file, then the recommendations we have included

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## TITLE AND AUTHORS

**The authors list should be removed for blind review.**

The title, author's names and affiliations run across the full width of the page. We also recommend phone number and e-mail address, if available. (See the top of this page for an example of two names with different addresses. If only one address is needed, center all text on the page.)

Here are the typographic details:

- Title area: 1 column, 5.9 cm (2 1/3") length, 17.8 cm (7") width.
- Title: 18 point Helvetica Bold—mixed cases
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Remember to leave 2.54 cm of blank space at the bottom of the left column of the first page, as on this page. You must leave this space for the copyright notice on *all* submissions intended for publication in the proceedings.

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Submissions have the following page limits:

- Papers: 10 pages maximum
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All body text should be in 10 point Times Roman, with 11 points between successive baselines.

After the title use a double-column format as shown here. Column width is 8.5 cm, with 0.8 cm between columns (for a total image width still equal to 17.8 cm). Total text length should remain between 23.2 and 24 cm (9 1/4") . Right margins should be justified, not ragged. Separate each paragraph

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## SECTIONS

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The title of a subsection should be in 9 point Helvetica Bold with only the initial letters of each word capitalized. (Note: Words like “the” and “a” are not capitalized unless they start a title.)

*Subsubsections.* The heading for a subsubsection should be in 9 point Helvetica Oblique (italic) with initial letters capitalized. (Note: Words like “the” and “a” are not capitalized unless they start a title.) The subsubsection heading should *not* appear on its own separate line.

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Figure 1: A figure caption. It is set in 9 point Helvetica type, with a 0.5 cm wider margin on both left and right sides.

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The written and spoken language of ITS is English. Spelling and punctuation may use any dialect of English (e.g., British, Canadian, US, etc.) provided this is done consistently. Hyphenation is optional. To ensure suitability for an international audience, please pay attention to the following:

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- Briefly define or explain all technical terms that may be unfamiliar to readers.
- Explain all acronyms the first time they are used in your text e.g., Digital Signal Processing (DSP).
- Explain local references (e.g., not everyone knows all city names in a particular country).
- Explain insider comments. Ensure that your whole audience understands any reference whose meaning you do not describe (e.g., do not assume that everyone has used a Macintosh or a particular application).
- Explain colloquial language and puns. Understanding phrases like red herring may require a local knowledge of English. Humor and irony are difficult to translate.

- Use unambiguous forms for culturally localized concepts, such as times, dates, currencies and numbers (e.g., 1-5-97 or 5/1/97 may mean 5 January or 1 May, and seven o'clock may mean 7:00 am or 19:00). For currencies, indicate equivalences e.g., Participants were paid 10,000 lire, or roughly \$5.
- Be careful with the use of gender-specific pronouns (*he*, *she*) and other gendered words (*chairman*, *manpower*, *man-months*). Use inclusive language that is gender-neutral (e.g., *she or he*, *they*, *s/he*, *chair*, *staff*, *staff-hours*, *person-years*). See [4] for further advice and examples regarding gender and other personal attributes.
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Displayed equations should be centered, with optional equation numbers right-justified to the right margin of the column.

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account previous research by the authors. Further suppression of identity in the body of the paper is left to the authors' discretion. For more details, see the submission guidelines and checklist for your submission category.

### CONCLUSION

It is important that you write for the UIST audience. Please read previous years *Proceedings* to understand the writing style and conventions that successful authors have used. It is particularly important that you state clearly what you have done, not merely what you plan to do, and explain how your work is different from previously published work, i.e., what is the unique contribution that your work makes to the field? Please consider what the reader will learn from your submission, and how they will find your work useful. If you write with these questions in mind, your work is more likely to be successful, both in being accepted into the Conference, and in influencing the work of our field.

### ACKNOWLEDGMENTS

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The authors would like to acknowledge the contributions of many previous editors in the writing and formatting of this document. This document is based on the *CHI '94* formatting guidelines.

### REFERENCES

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