

GUIDELINES FOR FINAL PAPER

(All final papers will be published on a secure CD; therefore, please ensure that your paper conforms to these guidelines)

PAPER LAYOUT

- **Length of Paper** — Your paper must not exceed six (6) pages
- **Page Size** — 8.5 inches x 11 inches
- **All Margins** — 1.0 inch

FORMAT OF CONTENT

- **Font** — All text in “Times New Roman,” 10 pt size (including title & authors)
- **All text** — Left-justified (including title & authors)
- **Title** — Insert on the first line of page, in **bold-face** font.
- **Author(s)** — List authors immediately following the title.
 - List Contact Author first (*name, affiliation, location, email address*)
 - List Co-author(s) second (*name, affiliation*)
- **Body of Paper**
 - Single-column, single-spaced
 - Please do not indent first line of paragraphs
 - Enclose reference numbers within brackets “[]” & list numbered references at end of paper.
- **Graphics** — Images, pictures, graphs, tables, diagrams are encouraged, but not required.
 - .jpeg format only & labeled in 8-pt font, bold-face
 - Imbedded within the document
 - Must print legibly in black/white format

[Sample Final Paper](#)

SUBMITTING YOUR FINAL PAPER

Alternatives:

- In advance of the Conference, email your final paper to [eesatinfo](mailto:eesatinfo@sandia.gov) (eesatinfo@sandia.gov) (Preferred)
- At the conference, submit your final paper on a CD or portable memory storage device

Questions or concerns about the format and/or technical content of your EESAT paper?

- **Format:** Contact [Don Ragland](mailto:dragla@sandia.gov) – dragla@sandia.gov or 505.845.9623 (USA)
- **Technical Content:** [Contact Dan Borneo](mailto:drborne@sandia.gov) – drborne@sandia.gov or 505.284.9880 (USA)

