INSTRUCTIONS FOR PREPARING PAPERS FOR THE
CMG Journal of Computer Resource Management

This article contains instructions for preparing camera-ready papers for the printed CMG Publications (Proceedings and Journal). This section of the paper is used for the abstract and should be no more than 600 characters in length, centered, and italicized. Margin settings should be set at 1.5" from the left and right sides of the page.

The CMG Journal will be printed directly (with no size reduction) from the camera-ready papers submitted by you. There will be no proof-reading, editing, or corrections made to your submissions. Therefore, it is important that you carefully follow the instructions given below in order to ensure high-quality publications. Papers not complying with the instructions may be rejected for inclusion. Note that this page has been prepared according to the desired format.

CAMERA-READY PAPERS

Layout Specifications

1. Printed papers in the Conference *Proceedings* should not exceed a **maximum of 12 pages.**

2. Prepare your paper on ordinary 8.5 x 11" (216 x 279 mm) pages. If you use paper of a different size, cut it to this size or adjust the outer margins as specified below. **Two copies of the paper will be needed.**

3. The general layout and appearance of the paper should be like those of papers published in the CMG Proceedings. Provide abstracts, introduction, methods, results, discussion, conclusions, and references in separate sections. Make sure your paper follows the instructions given for the CD-ROM (see attached information); in particular, the abstract should contain the important keywords that describe your work.

4. Use the two-column, single-space format. Use a column width of 3.35", with a space of 0.25" between the columns. Fully justify the text in each of the columns.

5. Leave margins of .75" on all sides of your paper.

6. **Do not number the pages of your paper.**

7. Print the title of the paper in bold, capital letters of size 14 points. Use regular characters of size 12 for the names and affiliations of authors, which should follow the title. Use the full width of the paper for the title and author list, and center these lines.

8. There should be two lines space between the title, author/affiliations, and the abstract. Separate the abstract from the text by three lines.

9. Use regular characters of size 10 for the text of the paper.

10. Type or print the paper in black ink with a laser printer, ink jet printer or high-quality typewriter.

11. **Dot matrix printer outputs do not reproduce well and will not be accepted.**

Fonts

Use a sans-serif font such as Arial (this document) or Helvetica instead of a serif font like Times Roman or Courier. This document will be electronically scanned and a sans-serif font will provide cleaner text recognition.

Figures

Paste or insert figures where needed. Figures may span both columns if necessary. Each figure should have a number and a caption. Make sure that figure captions and labels are readable, with a point size not

less than 8.

Do not use poor quality photocopied illustrations, gray-scale, or color photos, graphs, images.

References

An example of a reference is:
[NICK93] K. Nickeas and P. Ridder, "Performance Engineering: A Virtual Reality," CMG Trans. **80**, 53-64 (1993).

Acronyms

Define all acronyms and abbreviations when they first appear in both the abstract and the main body of the paper. Please make sure all copyright and registered trademarks are acknowledged using footnotes or an acknowledgment section at the end of the paper.

Equations

Number equations consecutively, and punctuate properly around equations that are parts of sentences.

Questions

If you have any questions about preparing your printed paper for the *CMG Journal, Proceedings,* or for duplication on CD-ROM, please contact CMG HQ at 1-800-436-7264 or fax your concerns to 856-401-1708.