

IEEE Paper Guidelines

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27 October 2009

Overview

This presentation will consider:

- General IEEE paper formatting
- Main internal headings for IEEE Paper
- Use of figures in the report
- IEEE reference/citation

General IEEE Paper Format

- All text must be in two column format
- All text must be single spaced and fully justified
- All first-order headings must be numbered, left justified
- Use Times New Roman Font

Your IEEE style paper should include:

- Title
- Your (the author's) name & affiliation
- Abstract
- Introduction
- Main text (w/ at least two figures)
- Conclusion
- References (at least five)

The Title

- Don't underestimate the importance of the title
- The title must be indicative of the central focus of the paper
- Do not capitalize articles, coordinate conjunctions or prepositions

The Abstract

The abstract should communicate:

- The purpose of the paper
- The findings of the paper
- Why the research/subject is important
- Be concise and be brief: 150 words maximum

The Introduction

The introduction should:

- Communicate the research topic
- Provide some context for the topic
- Communicate the goals/purpose of the paper

Main Text

The body of the report should:

- Summarize and evaluate your research
- Assess and comment on research results
 - Explanation of results
 - Comments on unexpected results, offering hypothesis for them
 - Comparison to literature
 - Does your research confirm previous studies?
 - Deviate from them? Identify trends?
- Fulfill the goal outlined in introduction

Figures

Include figures in main body of report only!

- Place figures at the top or bottom of columns
- Place figures after they are mentioned in text
- Use captions for each and every visual aid
- Number figures consecutively in sequence they are cited in text
- Cite parenthetically in text all figures to which you refer in text

Example

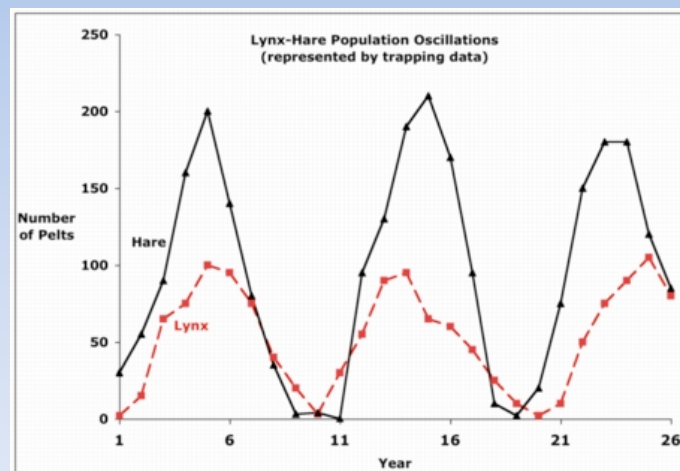


Fig. 7 Lynx and hare population changes 1901-1926 [3]

Conclusion

Your conclusion should:

- Restate the project goals
- Summarize the results of the project
- Examine the project objective in light of results
- Analyze and explain any unexpected findings
- Provide the significance of research results

The Inverted Pyramid

Use this general structure for your report, as well as the sections within the report.

First: Important facts or conclusions

Next: Subordinate details, explanations and evidence (in order of importance)

Last: Conclusions, recommendations, future plans, etc.

IEEE Reference/Citation

- For in text references, enclose the citation number in square brackets, for example [1].
- Number citations in text consecutively [2].

Under the “References” heading:

- List consecutively as used in text

For example:

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

Questions?

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Concise Writing: The Abstract

1. An evaluation of the effect of Class C fly ash and ground granulated blast furnace slag (GGBFS) on the properties of ternary mixtures for use in concrete pavements was undertaken and is presented in this poster. (36 words! FAT!)
 2. This paper evaluates the effect of Class C fly ash and ground granulated blast furnace slag (GGBFS) on the properties of ternary mixtures in concrete pavements. (26 words! LEAN!)
- Lard content of sentence 1: $26/36 = 28\%$ less