

## PROCEEDINGS OF AMALDI7 - GUIDELINES FOR AUTHORS

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### GENERAL INFORMATION

The conference organisers have aimed to preserve the existing formats of the GR and Amaldi conferences' proceedings as much as possible, and as such a combined proceedings of the two meetings will be published across two journals: *Classical and Quantum Gravity* (CQG) ([www.iop.org/journals/cqg](http://www.iop.org/journals/cqg)) and *Journal of Physics: Conference Series* (JPCS) (<http://jpcs.iop.org>). Plenary lectures will feature in CQG, along with workshop summaries of GR18 parallel sessions and invited contributions from the Amaldi7 parallel sessions. The bulk of the Amaldi7 proceedings papers will feature in JPCS.

The two issues will be 'co-published', with electronic links between the journals online.

JPCS is an open-access journal, and thus all papers are permanently free to read online. CQG papers will be free to read online for thirty days after publication. A print version of the CQG issue will also be available for delegates to purchase.

All submissions will be refereed to the usual standards of the journal to which they are submitted. Taking into account the conference nature of the articles, background papers will be considered more favourably than would be normal for a regular research paper, although authors should not submit articles that have been published in written form elsewhere.

### HOW TO SUBMIT

All speakers and poster presenters of the Amaldi7 meeting are invited to submit a contribution for the proceedings. The journal to which each contribution should be submitted is outlined below. Contributors should be aware that CQG and JPCS have quite different submission and production procedures, as described below.

#### Plenary speakers of the Amaldi7 meeting

Plenary speakers are invited to submit a contribution to *Classical and Quantum Gravity*. Articles should be of no more than 14 journal pages (8500 words) in length.

Please submit your files before 26<sup>th</sup> October 2007, either online at <http://authors.iop.org>, or via e-mail to [cqg@iop.org](mailto:cqg@iop.org). Please clearly state that your submission is a plenary contribution for the Amaldi7 proceedings.

Full details of how to prepare your manuscript are available online at <http://authors.iop.org/cqgauthorguidelines>.

We accept all common variants of TeX and MS Word. LaTeX guidelines and class files can be found at <http://authors.iop.org/texstyle>.

**Colour Figures:** We offer free reproduction of colour illustrations in the online version of CQG. However, full-colour printing remains expensive and we ask authors (or their institutions) to pay the additional costs incurred if they also require colour in the printed edition. An estimate of the charges can be obtained from [cqg@iop.org](mailto:cqg@iop.org).

**Multimedia Files:** CQG offers a permanent electronic repository for video clips, animations, or supplementary data such as extra figures, tables of additional information or software code. Authors are encouraged to use this service to enhance the online version

of their article. There is no charge to authors for the use of this service. Further details are available from <http://authors.iop.org/multimedia>.

### **Parallel session speakers and poster presenters of the Amaldi7 meeting**

**A selection of invited papers will appear in CQG.**

A small number of contributors will be selected by the chair of the session in which their poster or presentation appeared and invited directly by the chair to submit a manuscript for the CQG issue.

Invited authors should submit a contribution of no more than 8 journal pages (4800 words), either online at <http://authors.iop.org>, or via e-mail to [cqg@iop.org](mailto:cqg@iop.org), to arrive before 26<sup>th</sup> October 2007. Please clearly state that your submission is an invited contribution for the Amaldi7 proceedings.

Full details of how to prepare your manuscript are available online at <http://authors.iop.org/cqgauthorguidelines>.

We accept all common variants of TeX and MS Word. LaTeX guidelines and class files can be found at <http://authors.iop.org/texstyle>.

Peer-review of papers submitted to the CQG issue will be handled by the journal's editorial office, and those papers that are accepted for publication will be typeset in the usual style of the journal. Authors will see proofs of their paper before publication.

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**Multimedia Files:** CQG offers a permanent electronic repository for video clips, animations, or supplementary data such as extra figures, tables of additional information or software code. Authors are encouraged to use this service to enhance the online version of their article. There is no charge to authors for the use of this service. Further details are available from <http://authors.iop.org/multimedia>.

### **The majority of the proceedings will appear in JPCS**

Unless specifically invited by the relevant session chair to do otherwise, authors should submit their contribution to JPCS.

Participants of the Amaldi7 meeting are invited to submit a contribution of no more than 6 A4 (or US letter) pages directly to the Guest Editors at [amaldi.seven@anu.edu.au](mailto:amaldi.seven@anu.edu.au), to arrive before 26<sup>th</sup> October 2007.

Please clearly state that your submission is a parallel session/poster contribution for the Amaldi7 proceedings.

**JPCS author guidelines:** Papers published in JPCS follow a streamlined production process in which the author files are used directly to prepare the PDFs for online and print publication (so-called “camera ready copy”) and for which there is **no proofing stage**. JPCS papers are published in the form in which they are supplied to IOP Publishing.

It is therefore very important that all submissions to JPCS are prepared according to the JPCS Word and LaTeX2e guidelines. Full instructions, including Word and LaTeX templates, are available from the ‘Guidelines for authors’ link on <http://jpcs.iop.org>.

Please note in particular:

- Use either European A4 or US Letter sized paper with margins setup according to the Word or LaTeX2e guidelines.
- Do not add any headers or footers to your article as these will be added automatically during the production process.
- Do not number the pages. They will be numbered during the production process.
- Please submit **only** the pdf version of your final manuscript, ideally prepared using the JPCS Word or LaTeX2e guidelines, which are available from the ‘Guidelines for authors’ link on <http://jpcs.iop.org>. In addition, this page includes a link with further advice and guidance on preparing your pdf file.

**JPCS open access copyright form:** All papers accepted for publication in JPCS must be accompanied by a signed JPCS copyright form which can be downloaded from <http://jpcs.iop.org/jpscscopyright.pdf>. Participants should send their completed copyright forms to the Guest Editors at [amaldi.seven@anu.edu.au](mailto:amaldi.seven@anu.edu.au) who will collect them and forward them to IOP Publishing.

**Colour Figures:** JPCS offers free reproduction of colour illustrations in online articles.

**Multimedia Files:** JPCS offers a permanent electronic repository for video clips, animations, or supplementary data such as extra figures, tables of additional information or software code. Authors are encouraged to use this service to enhance the online version of their article. There is no charge to authors for the use of this service. Further details are available from the ‘Guidelines for authors’ link on <http://jpcs.iop.org>.

Any questions relating to preparing papers for JPCS can be sent to [jpcs@iop.org](mailto:jpcs@iop.org).

There will be no print edition of the JPCS proceedings. All papers will be freely available online.

## FURTHER INFORMATION

If you have any questions or would like more information please contact the Publisher of CQG Judith Adams ([cqg@iop.org](mailto:cqg@iop.org)) or visit the journals’ homepages [www.iop.org/journals/cqg](http://www.iop.org/journals/cqg) and <http://jpcs.iop.org>.