

# Guidelines for ODF'24, Tucson, Arizona, U.S.A. Technical Digest Manuscript Preparation, 14 Point Type

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**Abstract:** Abstract should be the same as the 35-word abstract which will be submitted with this manuscript. Scientific or engineering symbols or acronyms should not be included inside the abstract. Font size should be 9 pt.

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**Keywords:** fiber optics, lithography, digital still camera, liquid crystal, LED.

## 1. Introduction

A template is a set of styles and page layout settings that determine the appearance of a document. This template matches the printer settings that will be used to the Technical Digest. In order to provide a consistent appearance of the manuscripts, it is important for the authors to use this template.

## 2. Title Section

Paper size should be 21 cm x 29.7 cm A4 size or US Letter, 8.5 in. x 11 in. Margins should be set for a 2.6 cm top, a 2.2cm bottom, and a 2.2cm left and right. The page length should be 2 pages. Over length manuscripts are not accepted. The font should be Times New Roman.

### 2.1 Title, Authors' names, and Author Affiliations

Center the title. The First letters of every word are capitalized. The title should be in 14 pt., bold font. Center author names using 9 pt. Authors' names should appear as used for conventional publication, with first and middle names or initials followed by surname. Center author affiliations using 9 pt. Affiliations should follow the format: division, organization, country.

### 2.2 Abstract

The abstract section should be started with the word "Abstract" in bold, followed by a colon. Font size should be 9 pt. The abstract should be an explicit summary of the paper. The abstract should be the same as the 35-word abstract which will be submitted to the online submitting web-site together with the manuscript.

### 2.3. Copyright

The authors are required to add the following line immediately after the abstract.

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### 2.4. Keyword

List 5-10 keywords or short phrases that well represent the content of the manuscript. Except proper nouns and acronyms, keywords should be typed in lower case letters. Font size should be 9 pt.

## 3. Main Text

The main text should be set in two-column format with a minimum gutter between the columns of 8mm. Font size should be 10 pt. The first line of the first paragraph of a section or subsection should be left aligned.

## 4. Figures, Photos, Tables, and Equations

Regarding figures and photos, both black-and-white and colored are acceptable. The electronic Technical Digest will be in color. There will not be a printed version of the Technical Digest. Figures and tables should be centered and located inside paper margins. Captions should be centered under the figures and the photos, and above the tables. Font size for the caption should be 10 pt.



Fig.1. Sample figure from ODF'24 Logo

Table 1. Sample table

$\lambda(\text{nm})$	A.	B.	C.
400	100	0.01	645
500	200	0.02	710
700	300	0.04	1192
800	400	0.16	1860

Equations should be centered. The number of the equation can be given if necessary.

$$\phi = \sum_{i=1}^m \phi_i' + \sum_{j=1}^l \phi_j'' \quad (1)$$

As with tables and equations, figures should be set in one column possible unless two-column display is essential.

## 5. Conclusions

Describe the conclusions of your paper concisely.

## 6. References

References should be set at the end of the manuscript. The reference numbers should be consistent with the order in which they are cited in the body of the paper. Within the main text, references should be designated by a number in brackets [1], and they should be followed by a comma or period [2]. Two references cited at once should be included together [2,3],

separated by a comma, while three or more consecutive references should be indicated by the bounding numbers and a dash [1-3].

[1] P. Arizona and Q. Tokyo: Opt. Rev. **6** (2019) 321.

[2] I. Kogaku and H. Seimitsu: Jpn. J. Appl. Phys. **75** (2014) 1234.

[3] E. Proceedings: Proc. ODF, 2018, p456.

### **7. Copyright Transfer Agreement**

The copyright of the article published in the ODF'24 Technical Digest is to be transferred to the Optical Society of Japan (OSJ). The authors are required to agree to the copyright transfer in the online submission process when submitting their manuscripts.

### **8. Deadline**

Deadline for online submission of the 35-word abstract and the 2-page manuscript is Jan. 19<sup>th</sup>, 2024.

### **9. File Type of the Manuscript**

The authors should submit the manuscript in PDF format (Adobe Portable Document Format).