

INFORMATION FOR AUTHORS

IEEE TRANSACTIONS ON SYSTEMS, MAN, AND CYBERNETICS is published monthly in three parts beginning January 1998. The first part of the Transactions, published in odd numbered months of the year, will be devoted to systems and humans. The second part, published in even numbered months of the year, will be devoted to cybernetics. The third part of the Transactions, will be published quarterly in February, May, August, and November. The scope of this part of the Transactions, sent to all SMC members, includes applications and reviews in all areas of SMC. Each paper submitted is subjected to a thorough review procedure, and the publication decision is based on the reviewers' comments. Review management is generally under the direction of an associate editor. Often, reviews take three months to five months to obtain, occasionally longer, and it takes an additional several months for the publication process. An editorial "On SMC Editorial Procedures and Processes" that expands on these matters may be found in the Transactions, Vol. 28C, No. 1, February 1998. This is also available on the WWW at "<http://www.isye.gatech.edu/ieee-smc/>", which is the SMC Society WWW site.

A. Process for Submission of a Technical Paper

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1. All papers should be submitted electronically in Portable Document Format (PDF) or PostScript. The paper should print correctly on 8.5 by 11 inch paper. For UNIX and Windows systems there are postscript to PDF converters, notably ps2pdf which is a part of Ghostscript. A text version of your abstract will be required.
2. Please utilize our manuscript submission system at: <http://smcb-ieee.manuscriptcentral.com>.
3. We encourage the submission of attachments with the paper. An attachment (video, animations, applets, code, data, etc.) should be referenced in the text of the paper and enhance the presentation. We currently accept avi files (PowerPoint animations), MPEG video files, Java applets, code with specific compilation instructions and execution instructions and machine specific information, and data sets with a description of the data format. More information is at: <http://isl.csee.usf.edu/smcB>
4. In hardship cases, please send us one original copy of the paper for scanning and the reason why it could not be submitted electronically. Please note that this form of submission will significantly slowdown the review process.
5. If the manuscript has been presented, published, or submitted for publication elsewhere, please inform the Editor. Our primary objective is to publish technical material not otherwise available, but we do occasionally publish papers of unusual merit that have appeared or will appear elsewhere.

B. Style for Manuscript

1. Double-space and use 11 pt type or larger (12 pt recommended). Please have your text fit in 8.5x11in. (21.6x27.9 cm) sheets.
2. Regular papers are normally about 12 *Transactions* pages in length, or shorter. Technical correspondences are generally no more than 6 *Transactions* pages in length. Please see the discussion on excess page charges for charges that are imposed when manuscripts exceed 12 and 6 pages.
3. Since the TRANSACTIONS publishes only in English, contributors for whom English is not a native language should consult a colleague who is familiar with the English language, prior to submitting the paper, for the purpose of editing the original manuscript.
4. Provide an informative 100 to 250-word abstract at the head of the manuscript; provide an abstract of not more than 100 words for Correspondences.
5. References should appear in a separate section at the end of the paper, double-spaced, with items referred to by numerals in square

brackets. References must be complete and in IEEE style: *Style for papers*: Author, first initials followed by last name, title in quotations, periodical, volume, page numbers, month, year. *Style for books*: Author, title. Location: publisher, year, chapter, and page numbers (if desired). See any issue of the Transactions for examples.

6. Authors of accepted papers will be asked to supply a head and shoulders photograph of themselves and a technical biography. Electronic pictures must be of resolution at least 300 DPI. The biography should be in the form used in IEEE TRANSACTIONS, consisting of three paragraphs of information: name, where and when born, degrees earned, field(s) of study, school, city, state; chief employment dates, organizations, positions held, type of work, responsibilities, present position; and professional society membership, offices, awards.
7. Accepted papers will rapidly appear on the Web in the IEEE XPLORE system approximately three weeks after corrected page proofs are received from an author. This will typically be before the paper appears in the print version of the journal. Hence, papers will be disseminated to the research community faster utilizing electronic submission.

C. Style for Illustrations

1. Originals for illustrations (including tables) should be sharp, noise-free, and of good contrast as they will be photographed or electronically scanned. We regret that we cannot provide drafting or art service.
2. On graphs, show only the coordinate axes, or at most the major grid lines to avoid a dense hard-to-read result.
3. All lettering should be large enough to permit legible reduction of the figure to column width, sometimes as much as 4 to 1. **Please be very sure that your lettering is sufficiently large such that it will be readable after photo-reduction.**
4. If an illustration is to be reproduced in color the author is responsible for the incremental cost of printing in color.
5. For computer produced figures, please provide files in TIFF format if at all possible to minimize production costs. Further information about acceptable formats is in the IEEE text guide.

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