ICAD 2000 Document Preparation

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ABSTRACT

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Keywords

Guide, formatting, author, conferences, sonification

INTRODUCTION

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Submissions should be prepared on a word processor or by a typesetter, and used to generate a final PostScript (.ps) file. Use a 10-point Times Roman font, or other Roman font, as close as possible in appearance to font used here. Note that different components (such as title, authors, and headings) use the same font, but with different sizes and styles. Please do not use different fonts except for special purposes, such as varying Style sheet names from regular text. Fonts similiar to Times Roman include Times, Computer Modern Roman, and Press.

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The title (18-point bold), authors' names (12-point bold), and affiliations (12-point) run centered across the full width of the page–one column 17.8 cm (7 in) wide. We also include phone number and e-mail address. See the top of this page for three names with different addresses. Note that each has its own column, using a centered tab (you can also do this with centered columns in a table with invisible borders). If only one address is needed (for one or more authors), center all address text. For more than three authors, you may place some address information in a footnote.

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Use the standard Communications of the ACM format for references: a numbered list at the end of the article, ordered alphabetically by first author, and referenced in the text by numbers in brackets [2]. See the examples of citations at the end of this document.

References should be published materials accessible to the public. Internal technical reports may be cited only if they may be obtained by any reader and are easily accessible (you should give the address to obtain it within your citation). Proprietary information may not be cited. Private communications should be acknowledged, not referenced (for example, [Tauber, M., personal communication]).

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- Write in a straightforward style. Use simple sentence structure. Try to avoid long sentences and complex sentence structures. Use semicolons carefully.
- Use common and basic vocabulary (e.g., use the word "unusual" rather than the word "arcane").
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- Be carefull with the use of gender-specific pronouns (*he, she*) and other gendered words (*chairman, manpower*). Use inclusive language (e.g., *she* or *he*, *s/he, they, chair, staff, staff-hours, person-years*) that is gender-neutral. See [4] for further advice and examples regarding gender and other personal attributes.
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ACKNOWLEDGMENTS

Our debt to the ACM special interest group on Computer Human Interaction, and former organizers of the CHI conference, upon whose format this document is largely based.

REFERENCES

1 Anderson, R.E. Social impacts of computing: Codes of professional ethics. *Social Science Computing Review 10*, 2 (Winter 1992), 453–469.

2 ICAD 2000 Templates, Available as <https://www.cs.princeton.edu/ prc/ICAD2000/>.

3 Mackay, W.E. Ethics, lies and videotape…in *Proc. CHI'95* (Denver CO, May 1995), ACM Press, 138–145.

4 Schwartz, M., and Task Force on Bias-Free Language. *Guidelines for Bias-Free Writing*. Indiana University Press, Bloomington IN, 1995.