[[1]](#footnote-1)

IZS 2024 — Hints for Users of MS Word

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***Abstract*** — **This file may be used as a template for preparing papers for the *2024 International Zurich Seminar on Information and Communication* using MS Word.**

# Submission of Papers for Review

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apers in the form of a PDF file, formatted as described below, may be submitted by email to moser@isi.ee.ethz.ch. Expect a confirmation of our receiving your paper within three workdays. The deadline for submitting your paper is **September 17, 2023**.

Decisions on the acceptance of submitted papers will be communicated to the authors by December 8, 2023.

# Submission of Accepted Papers

Please submit the PDF file of the final paper, formatted as described below, by email to moser@isi.ee.ethz.ch. The deadline for submitting the accepted papers is **January 12, 2024**. Manuscripts received after this date will not appear in the *Proceedings of IZS 2024*.

# Preparing the Paper with Word

The use of Microsoft Word is not encouraged, but acceptable formatting may be achieved by using the present document as a template (A4 size, double-column format, not exceeding 5 pages).

The paper layout is defined in the file IZS\_Template.pdf, which is available from the IZS website. Note that the organizers of IZS cannot answer technical questions about Word or about this template file.

The style of references, equations, figures, tables, etc., should be the same as for the *IEEE Transactions on Communications*. Pages should not be numbered. The affiliation shown for authors should constitute a sufficient mailing address for persons who wish to write for more details about the paper.

# PDF Requirements

Only electronic submissions in form of a PDF file will be accepted. The PDF file has to be PDF/A compliant. A common problem is missing fonts. Make sure that all fonts are embedded. More hints on this topic can be found in the file IZS\_Template.pdf, available from the IZS website.

# IZS Website

Information on how to submit the final PDF file as well as the template files may be found at the IZS 2024 website:

<https://www.izs.ethz.ch/>

# Acknowledgment

This file was originally created from trans-jour.docx (version December 2013) provided by the IEEE [1], [2].

References

1. IEEE, “Preparing Conference Content for the IEEE Xplore Digital Library.” [Online]. Available:  
   <https://www.ieee.org/conferences/organizers/preparing-xplore-papers.html>
2. IEEE, “Author Digital Toolbox.” [Online]. Available: <https://ieeeauthorcenter.ieee.org/>

1. [↑](#footnote-ref-1)