

ISSCC 2004

ACCEPTANCE-LETTER ENCLOSURES

- 1) ISSCC Contacts
- 2) Requirements for Final Manuscript Submission
- 3) Manuscript Preparation
- 4) Illustration Preparation
- 5) Instructions for Visuals
- 6) Preliminary Information for Speakers
- 7) Author's Checklist
- 8) IEEE Copyright Form
- 9) Press-Release Letter
- 10) Student Financial-Aid Application
- 11) Conference Registration Form
- 12) Hotel Reservation Form
- 13) Sample Final-Manuscript Submission
- 14) Sample Digest Final-Layout of Submission

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REQUIREMENTS FOR ISSCC 2004 FINAL-MANUSCRIPT SUBMISSION

The text of your final paper must be submitted to the website at <http://www.miracd.com/isscc2004>. Log in using the login information you used when submitting your original draft-manuscript (click the *I Forgot My Login Information* button if you've forgotten your User Name and Password), and click the *Re-Submit Draft-Manuscript* link to submit your final draft.

A Microsoft Word file (.doc) is highly recommended. Submission of alternative forms, such as Framemaker can be discussed with Laura Fujino, lcfujino@cs.com, 416 418 3034. Refer to the sample paper attached, and follow the format shown. In particular, be sure to provide the author names in the format shown. Your file should follow the correct naming convention as follows: 5_2_text.doc or 5_2_text.rtf, where 5_2 is paper number 2 in session 5 (that is, 5.2).

The figures must also be submitted via the website. To submit your figures, log in to the site, click the *Edit Submission* link, and then click the *Figs and Suppl. Mats* link in the link menu near the top of the page.

Microsoft PowerPoint is the preferred figure format. Submission of alternative formats, such as Framemaker can be discussed with Laura Fujino, lcfujino@cs.com, 416 418 3034. The figure files must be labelled as follows: 5_2_figures.ppt or 5_2_figures.prz.

A biography of the speaker and a speaker photo should also be submitted to the website (this information will be used by the session chair to introduce the speaker). The speaker biography is located on the Submission Detail page. To get to the Submission Detail page, log in to the Web site, click the *Edit Submission* link, and scroll down to the Speaker's Biography field. After entering the biography, scroll down and click the *Continue* button to save your information.

The presenter photo should be submitted as a 900x1500 pixel image file (.eps, .jpeg, etc.) **on the same page as the figures** (see above). The photo file should be labelled as follows: 5_2_presenterphoto.tif where 5_2 is paper 2 in session 5, and .tif is the file format. If it is not possible to submit your photo according to the above specifications, please mail a hard copy to Steve Bonney at S3 Digital Publishing, 68 Capital Ave., Lisbon Falls, ME 04252, U.S.A.

In addition, twelve (12) paper copies of the complete manuscript must be provided on 8.5"x11" or A4 white paper, with 1" margins on all sides, and with all pages numbered to be express-delivered as noted below (again, refer to the sample paper attached for appearance). **A completed IEEE Copyright Form (in the attachment) must also be provided with the 12 Manuscript copies.**

The first page must include the following (refer to the sample paper):

- 1) title of paper and session number.
- 2) **complete name(s) (first, middle initial(s), last) of author(s).**
- 3) **business/government/university affiliation(s).**
- 4) City and Country of affiliation(s).
- 5) mailing address, telephone and FAX numbers, and Email address of both contact author and speaker.

The manuscript must be submitted electronically via the website, and **12 paper copies express shipped** via courier service (example: FedEx) to the following address so that they are **received by November 1, 2003:**

**ISSCC 2004
c/o Diane Melton
Courtesy Associates
2025 M Street, NW, Ste 800
Washington, DC, 20036, USA
Phone: 202 973 8667**

Questions, including questions on interpretation of these instructions, can be addressed to the Director of Publications/Presentations, Laura Fujino (Email: lcfujino@cs.com, telephone: 416-418-3034).

MANUSCRIPT PREPARATION

In the Digest, each paper will appear on two facing pages. One page is for text and one is for illustrations. A sample Digest manuscript submission and its Digest layout are attached for reference. The text and figures are to be submitted both electronically and on paper. Be sure to follow the naming convention for electronic files for the text and figures (see previous page for details).

It is the editor's responsibility to prepare the content and format to ensure intelligibility.

It is the author's responsibility to follow the prescribed length and format for text and figures.

Submissions exceeding the prescribed limits will be edited to fit, possibly by deletion of text and/or omission of figures. **Authors will be notified only if time permits.**

- 1) The manuscript can contain 7150 characters including spaces (**110 lines of 65-character length**) and **six figures plus an optional die photograph**. Note that large figures with multiple parts (e.g. 2a, 2b, 2c) count as multiple figures. The figures will be reduced to 2.25 x 3.25 inches. The die photograph, if any, may appear in the back of the Digest. The number and complexity of equations and references must be considered in planning the length of the text. Length of text and number and size of figures may be adjusted if necessary to make good use of the two pages allotted.
- 2) Avoid repetition in the text.
- 3) Equations, unless very simple, should be avoided in the body of the text. Instead, they should be included as figures, following the attached sample for size and style.
- 4) Any Greek characters or special notations used in the text body should be identified by marginal notes. These notes are to be provided only on the paper copy.
- 5) All terms and symbols, including acronyms, should be defined in the following fashion, with the entire name in lower case, preceding the acronym enclosed in parentheses: i.e. phase-locked loop (PLL) **not** PLL (Phase-Locked Loop).
- 6) Source references should be noted by footnotes in standard format, including paper title, and usefully complete author list, at the end of the manuscript.
- 7) Omit product code numbers or logos in the text and illustrations. It is acceptable, for reference, to indicate them in footnotes.
- 8) Use standard notation for quantities and units, eg: 30MHz, 0.25 μ m, etc.

ILLUSTRATION PREPARATION

- 1) As noted previously, please submit all figures electronically to the website, and as well, provide 12 paper copies of all figures with the manuscript copies. (Remember to follow the naming convention for figure files on page 3).
- 2) ALL SIX ILLUSTRATIONS MUST BE BLACK-AND-WHITE, AND MUST PROVIDE EXCELLENT CONTRAST.
- 3) DO NOT USE SHADING OR COLOR. THEY REPRODUCE POORLY.
- 4) When reduced to printed size, the entire set of illustrations (except the chip photograph), with captions, should fit into two 3.25" wide columns, each 9.0" high. The full two-column width of 7.0" can be used for large block diagrams. In this case, the author must be sure that the other figures all fit in the reduced space. A table is considered to be a figure. Do not repeat information in tables and text.
- 5) LETTERING AND LINE WEIGHT MUST BE LARGE ENOUGH TO WITHSTAND REDUCTION TO PRINTED SIZE. AS LINES ARE REDUCED, THEY BECOME THINNER!
- 6) ALL PHOTOGRAPHS MUST BE BLACK-AND-WHITE * NO COLOR! * and must be on glossy stock and have excellent contrast. Text/lines superimposed over photograph(s) are to be provided on the original photo.
- 7) If a chip photograph is submitted, it must include identification of key areas. Enlargements of cells, superimposed on the chip photograph, may be useful. See previous *Digests* for examples of good photo techniques.
- 8) Identification lines and text superimposed over photographs must be submitted as part of the original photograph.
- 9) DIAGRAMS MUST NOT BE GROUPED TOGETHER. EACH FIGURE MUST BE SUBMITTED SEPARATELY, AND FILL THE PAGE WITH APPROXIMATELY 1 INCH MARGINS.
- 10) At least one circuit schematic should be included.
- 11) Each illustration must include, in its lower-left corner, a figure identifier using the following format: "Figure <paper #>.<figure #>: (Example: Figure 3 in Paper 9.6 is noted as Figure 9.6.3:), followed by the caption." Refer to the sample submission for further clarification.
- 12) Captions must be brief – no more than 38 letters and spaces if possible. Include with the figure, and also in the text file, appended as a list at the end of your manuscript.

INSTRUCTIONS FOR VISUALS

Detailed instructions for preparation of the Conference Visuals (images for electronic projection) will be provided to you on November 1st via Email and web posting. At ISSCC 2004, all Visuals will be presented electronically via video projection. The preferred input format for your Visuals is PowerPoint. However, in special cases, Framemaker will be accepted. This must be approved in advance by the Director of Publications/Presentations, Laura Fujino, lfujino@cs.com 416 418 3034.

All Visuals will be converted to PDF before use at ISSCC2004. No motion tricks are allowed, as they are not possible with PDF. Note that the conversion to PDF will be done by ISSCC.

INFORMATION FOR SPEAKERS

All speakers are to meet with their Session Chair in the room in which their session is scheduled, as shown in the Advance Program, 30 minutes before their session begins.

It will be necessary to adhere closely to the 23-minutes-per-regular-paper or 12-minutes-per-short-paper schedule. You should rehearse your talk before a private audience to gauge timing and improve presentation **before arrival at ISSCC**.

All speakers are encouraged also to practice their presentations by attending the Speaker's Rehearsal, to be held at the San Francisco Marriott Hotel on the afternoon of Saturday, February 14, the day preceding the Conference. Your interest in doing so should be indicated to your Session Chair, prior to coming to the Conference.

ISSCC has post-session interviews to permit registrants to meet with you, the author. This gives the opportunity to cover questions that cannot be handled at the paper presentation. The interviews will be held at the close of afternoon sessions on the day of your presentation. Refer to the Advance Program for the location and schedule.

Please observe the ISSCC guidelines for pre-Conference publicity.

Conditionally acceptable publicity includes:

- 1) **Preliminary data sheet(s)/product announcement(s) with no technical details, all of which must be provided with your initial manuscript submission for consideration by the Program Committee. Product announcements can refer the reader to ISSCC for upcoming details.**
- 2) **Presentation of detailed design at a limited-attendance workshop with no proceedings (e. g. IEEE or Computer Elements).**
- 3) **Information from the ISSCC Advance Program, after its publication, and information from the Conference Press Meeting, after the formal press release.**

Grounds for rejection are disclosure of:

- 1) **Detailed data sheets and applications notes.**
- 2) **Details of implementation (e.g. "... implemented using independently-controlled BiCMOS sampling channels with internal hold capacitors...").**
- 3) **Detailed block and/or circuit diagrams.**

If your organization is planning pre-Conference publicity for your work, which you believe might possibly be interpreted as a violation of ISSCC prepublication policy, contact David Pricer (see ISSCC 2004 Contacts) prior to the release of this publicity, for ISSCC-specific clearance procedures.

ISSCC 2004 AUTHOR'S CHECK LIST

Author: _____ Session/Paper

Number: _____ / _____

SEND TO ISSCC 2003, TO BE RECEIVED BY NOVEMBER 1, 2003:

- 12 Paper copies of final manuscript with illustrations via courier service (figures including tables and figure captions).
- Electronic submission to website of manuscript and a Figure Caption List and with figures including tables. (Must use correct file naming convention)
- 2 high-quality copies of each photo used in the paper.
- Speaker's Biography (see Requirements for Final Manuscript Submission).
- Speaker's Photograph (see Requirements for Final Manuscript Submission).
- IEEE Copyright form (enclosed).
- 1 copy of any published data sheet that exists for a commercial part using the chip being published.
- Completed copy of this checklist.

SEND TO:	ISSCC 2004 c/o Diane Melton Courtesy Associates 2025 M Street, NW, Ste 800 Washington, DC, 20036, USA Phone: 202 973 8667
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MANUSCRIPT FORMAT (see Instructions):

- 8.5 x 11 inch or A4 white paper with 1 inch margins on all sides.
- All pages numbered.
- Text length is no more than 7150 characters including spaces with six figures and optional die photo.
- List of Figure Captions appended to the end of the manuscript.
- Location of special letters/characters (all Greek letters, etc.) identified by a note in the adjacent margin (of the paper copy, only).
- All terms and symbols used in text, including acronyms, defined.
- No product codes or logos appear in the text (except, possibly, as a footnote).
- References are in standard format at the end of the manuscript.

ELECTRONIC TEXT FORMAT (see Instructions):

- Microsoft Word .doc** (preferred) (Use correct file naming convention, eg: 5_2_text.doc)
- Text file posted to ISSCC2004 website

FIGURE FORMAT (see Instructions):

- Illustrations are black and white with excellent contrast, provided one per page (see "Illustration Preparation")
- Illustrations are **PowerPoint** (preferred). Use correct file naming convention (e.g.: 5_2_figures.ppt)
- Photos (2 copies) are glossy **black and white** and have excellent contrast.
- Key areas are identified on chip photographs.
- Text/lines superimposed over photograph(s) are provided on original photo(s).
- No product codes or logos appear in illustrations.
- Lettering size and drawn line widths are large enough to be legible when reduced to final printed size.
- Illustrations have not been previously published.
- Each figure for paper submission is on a separate 8.5 x 11 inch or A4 sheet, and fills the page.
- At least one circuit schematic is included.
- Captions are in the lower left corner of figures, preceded by session number, paper number, sequence number: eg: Figure 2.3.7: Followed by text of caption.

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ISSCC 2004

February 15 – 19, 2004

San Francisco Marriott Hotel

October 14, 2003

Dear ISSCC 2004 Author,

It is customary for ISSCC to support members of the technical press who wish to write post-Conference articles, by allowing them early access to the final manuscripts of ISSCC papers. The resulting articles appear primarily in magazines with long lead times for printing.

Approved members of the Press also receive from Professor Kenneth C. Smith, ISSCC Press-Relations Chair, a letter of introduction that allows them to contact authors for interviews prior to the Conference.

We encourage your support of these press initiatives to the extent that you and your company or university are willing and able to cooperate. If you are contacted by a member of the Press for an interview, you should ask for a copy of his/her letter of introduction in order to protect your Pre-Publication Agreement.

As indicated in the ISSCC 2004 Call for Papers, abstracts of accepted papers will be disclosed to the Press at ISSCC Press Conferences that occur in early November. ISSCC reserves the right to add factual information to the abstract from the paper text. In addition, a copy of your final manuscript, including figures, will be made available prior to the Conference to members of the Press who have agreed to follow the ISSCC guidelines limiting pre-Conference publication.

Thank you for your cooperation in this matter.

Sincerely,
Timothy Tredwell
Executive Chair
ISSCC 2004

Student Financial Assistance

A limited amount of financial assistance is available to help partially defray the expenses of students who have a paper accepted for presentation at ISSCC, and who wish to travel to San Francisco to present it at the Conference. To apply for this travel-cost reimbursement, please complete this application (a Word .rtf version is available on the Web at <http://www.miracd.com/ISSCC2004>), and email or FAX it to:

Gary Baldwin
University of California, Berkeley
Department of Electrical Engineering & Computer Science
Fax: 510 642 2739
Email: garyb@eecs.berkeley.edu

Submission Deadline: November 15, 2003

Candidates selected will be notified regarding the actual award to be provided by December 15, 2003.

The award will be paid at the Conference by cheque to the recipient's Professor or University on presentation of a valid student ID or certificate issued by the University, and travel receipts equal to or greater than the available assistance.

APPLICATION FORM FOR STUDENT FINANCIAL ASSISTANCE

Name of the Student: _____

University/Institution: _____

Mailing Address: _____

Email if available: _____

ISSCC 2004 Paper Number: _____

Sponsor's Endorsement: Professor / Registrar / Vice Chancellor/Other

Circle one: Recommended Highly recommended

Name of Sponsor: _____

Rank and affiliation: _____

CONFERENCE AND HOTEL REGISTRATION FORMS

Now that your paper has been accepted for presentation at ISSCC 2004, the presenting author should register for the Conference and reserve a hotel room immediately. The form for each of these is attached.

You may go to the websites to both register for the Conference and to reserve a hotel room, for which the web is the fastest and easiest way! Alternatively, you may FAX the attached forms to Event Solutions and the San Francisco Marriott, respectively.