



IEEE Radar Conference 2002 & Technical Displays

22-25 April, 2002

Hyatt Regency, Long Beach, California

www.ieee.org/radar02

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IEEE Radar Conference 2002 Author's Kit for Presentation and Poster Papers

This author's kit is intended to guide you in preparing your paper and presentation. It contains the following materials which you should study carefully before beginning the preparation of your final paper presentation.

Author's Kit Contents

1. Checklist of items you need to prepare and mail.
2. General presentation information
3. Preparation of viewgraph presentation material
4. Presenting author's biography form.
5. Instructions for authors
6. Preparing camera ready copy (8 page limit).
7. Permission to publish (US papers only).
8. Author's Registration Form.
9. IEEE copyright form.

Additional instructions for preparing your paper for publication are provided in an accompanying document file:
<http://ewh.ieee.org/r6/lac/radar02/papers/format.pdf>.



CHECKLIST OF ITEMS YOU NEED TO PREPARE AND MAIL

Item	Due Date
<input type="checkbox"/> Camera-ready copy of your paper, black and white only, no color. (Required of ALL authors, 6 pages preferred, 8 pages maximum)	January 18, 2002
<input type="checkbox"/> IEEE copyright form (Required for ALL papers)	January 18, 2002
<input type="checkbox"/> Permission to publish (US papers only)	January 18, 2002
<input type="checkbox"/> Conference registration and fees	January 18, 2002
<input type="checkbox"/> Presenting author's biography	April 5, 2002
<input type="checkbox"/> (Authors of poster presentations only) Quad-chart transparency and paper hardcopy (Alternatively, can email as MS Powerpoint or PDF file to Ed Trujillo mailto: edwardtru@earthlink.net)	April 5, 2002
<p>Mail all items above to:</p> <p>2002 IEEE Radar Conference Ed Trujillo 17 Hitching Post Drive Rolling Hills Estates, CA 90274 (714) 690-5068 or (310) 832-9667</p>	
<input type="checkbox"/> Where possible, please send an electronic PDF or Word file of your paper to Ed Trujillo mailto: edwardtru@earthlink.net	January 18, 2002

NOTE: Proceedings are intended to document papers presented at the conference. Authors are required to register and pay the discounted fees in order for the paper to appear in the Conference publications including the proceedings. A Preliminary Author's Registration form is included in this package. You may use it or the final version which will be available on the Conference Website soon. All attendees, including one of the paper's authors, must register for the conference; advance registration fees are provided on the presenter's registration form included in this package. **Registration must be received by January 18, 2002 in order for the paper to be included in the proceedings.**

Authors who are not IEEE members can request a membership application form directly from the IEEE; please see <http://www.ieee.org/> for more information.

Please contact Dick Curry at (805) 687-8158 or mailto:dcurry@concentric.net with any concerns or questions regarding the preparation of your paper or presentation.

GENERAL PRESENTATION INFORMATION

Oral Presentation

For authors of **oral presentations**:

The time allotted for your presentation is **twenty (20) minutes**, including a two (2) minute period reserved for questions. We suggest you limit your presentation to no more than fifteen (15) viewgraphs. Because of schedule constraints, it is essential you limit your presentation to the allotted time period. Please use the information in the subsequent section to prepare viewgraph material.

Standard audio/visual equipment will be available for oral presentations: an overhead type projector for viewgraphs, a slide projector (with Kodak-type carousel slide holder), and a VHS-type video player and monitor. Please contact Dick Curry at (805) 687-8158 or mailto:dcurry@concentric.net with any special audio/visual requirements.

Poster Preparation and Set-up

For authors of **poster presentations**:

The area allotted to each poster is approximately 4 feet (1.2 m) wide by 6 feet (1.8 m) high. These post boards are made of fabric covered walls or composite materials suitable for mounting materials with push-pins. Push-pins will anchor your graphs, printed materials, and title information to the boards. You may bring your own pins, however a supply of push-pins will also be available at the conference.

Use information in the subsequent section to guide preparation of visual presentation materials. Your poster presentation should be readable from 5 to 6 feet away since people will stand or walk by. Important points should be highlighted and arranged in a clear sequence. Graphic elements take on increased significance in this poster format and can be used accordingly. **Do not simply reproduce your paper in large type.**

Posters will be set up in a single room adjacent to the lecture hall. You must be present at your poster set-up during the full time designated for your session; during this period you will have the opportunity to present the findings of your research to all conference attendees. The poster session venue will be available for set-up prior to the start of the morning and afternoon poster sessions. We recommend you allow sufficient time to set-up your posters prior to the start of your assigned poster session. You will also need to remove your posters following the completion of your session.

Important – Please read carefully. Time will be allotted in the oral session for your poster session chairman to overview all poster presentations; this will occur just prior to your poster session. For this reason, **you must provide a quad-chart transparency to allow the session chair to overview your research for the general audience.** The intent of this approach is to make all conference attendees aware of your presentation and generate further enthusiasm for your work. The quad chart should contain title-page information for the paper, a statement of objectives, the technical approach, and key results.. Please contact Dick Curry at (805) 687-8158 or mailto:dcurry@concentric.net with any questions.

PREPARATION OF VIEWGRAPH PRESENTATION MATERIAL

The oral sessions will be held in a meeting room capable of holding more than 350 people. Because the space is so large, special care must be used in preparing visual materials. Viewgraphs and slides should project an image large and clear enough to be seen by everyone in the room. Authors of poster presentations should take similar care in preparing their visual materials.

We do not have specific standards for visual materials. However, to ensure maximum understanding and appreciation of your work, we offer the following guidelines for your text, captions, and illustrations:

1. Use a mixture of uppercase and lower case letters (initial capital letters). When all capital letters (uppercase) are used, the material is more difficult to read.

Example: UPPER CASE, lower case, Initial Capital Letters

2. A 24 point type size or larger is suggested for the comfort of the audience seated toward the back of the room. In general, if you cannot read a viewgraph or slide version in viewgraph size held at arm's length, it will be unreadable when projected.


Example: **This is 24 point type size.**

One should never use standard typewriter or PC printer script size for text information on a viewgraph or slide (see Figure 1).

3. Display a minimum amount of information, using considerable "white" (blank) space as contrast. It is suggested that information be centered in a space about 7 by 9 inches (18 by 23 cm).
4. In general, a "sans serif" type is easier to read at a distance.
This sans serif type is called Arial.
The serif type is called Times New Roman.
5. Drawings, charts, and illustrations should be easily viewed.

Generally, the standard line thickness is 1.0 points, with a minimum line thickness of 0.5 points. Contrast can be achieved by increasing line width to 2.0 points for emphasis

This line is 0.5 points 

This line is 1.0 points 

This line is 2.0 points 

INSTRUCTIONS FOR AUTHORS

GENERAL INSTRUCTIONS

Preferred manuscript length is 6 pages, including figures, tables and references. For papers exceeding 8 pages, only the first 8 pages will be printed. Papers will be printed in black and white (no color figures). Specific instructions for preparing a camera-ready copy of your paper are included in the following pages, and in the accompanying file <http://ewh.ieee.org/r6/lac/radar02/papers/format.pdf>. Permission to publish your paper in an unclassified proceedings (US papers only) must be received with the paper, along with a completed IEEE copyright form. Where possible, please electronically transmit a PDF or Word file of the camera-ready paper to Ed Trujillo mailto:edwardtru@earthlink.net

IEEE Radar Conference 2002 Paper Submission

Attach this form to your camera-ready paper submission to the 2002 IEEE Radar Conference Proceedings. Mail to:

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Ed Trujillo
17 Hitching Post Drive
Rolling Hills Estates, CA 90274
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Paper No.: _____
Title: _____

by: _____

Author Index Preference

The 2002 IEEE Radar Conference Proceedings will include an alphabetized author index. Some sample index entries are given below:

Davis, C. J., 113	La Fontaine, P. de, 665
Davis Jones, M., 1009	Liu, T. C., 45, 977
De La Mare, J. S. M., 29	Lopez y Garcia, 355

To help us list all names correctly in the index, please list complete last name, first initial, middle initial(s) for each author, as shown in the examples above.

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2. Sufficient margin space should be provided on all four sides. We suggest .75 inches left, right and top margins . . . and 1 inch at the bottom. (Remember, our final trim size on a standard size perfect bound printed book is 8.375 x 10.75 inches). We can also provide free 8.5 x 11 inch non-repro blue layout sheets or your specific needs.
3. We can also reproduce or scan from paper originals that are smaller or larger than standard size 8.5 x 11 inches (example: international A4 size papers). We may have to reduce your image size, if necessary.
4. Avoid paste-ups where possible. If you must affix an illustration, table or graphic, use a glue stick (do not use tape).
5. Avoid heavy solids or graphics with dark backgrounds or screens. Simple line drawings or graphics should be encouraged. Originals from presentation software (i.e. PowerPoint) should be printed out using the "pure black and white" option. You may also want to recommend that authors output these with at least two slides per page.
6. If you have photographs, they should be either screened to halftones at 100 lines per inch or scanned at 300 dpi and output on your original with a screen ruling of 60 lpi. Your camera-ready photos should have a distinct dot pattern, not a continuous tone. We can perform these services for you at additional expense. Avoid sending photocopies of photographs as they do not reproduce well. (Caution: even after screening/scanning, some photographs lacking contrast will not reproduce well.)
7. Do not submit overlays or negatives. These should be converted to a paper original by you or the author. Also, copies from a fax machine generally do not reproduce or scan as well as the original.
8. Authors should not write side notes or print page numbers on their originals, if the book is to be numbered consecutively throughout by you or by Omnipress. Notes and page numbers can be placed on the back side, using pencils. (If you use non-repro blue pencils on the front, please press lightly.)
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Note: Advance Registration for Authors must be completed on or before January 18, 2002

Name _____ Organization _____
Address _____ City _____ State _____ Zip _____
Country _____ Tel: _____ Fax: _____ Email: _____

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Full registration includes attendance to all special events, sessions, exhibits, evening banquet and one CD-ROM copy of proceedings (over 80 papers).

	Advance Fee	After Jan. 18
Author (IEEE Member)	\$375	\$420
Author (Non-Member)	\$425	\$475
Retired/Unemployed/Student	\$125	\$175
1 Day Registration (IEEE Member)	\$200	\$245

TUTORIALS (Half- Day Short Courses): Tutorials are in planning stage but are included as a guide for selection.

Course Subject

<u>April 22, Monday p.m.</u>	
1.1	Basic Radar Concepts
1.2	Introduction to SAR: A Signal Processing Viewpoint
1.3	Bistatic Radar
1.4	TBA

TUTORIAL FEES (Enter Course No. and Circle selections):

First Tutorial No. _____	\$100	\$125
Second Tutorial No. _____	\$ 90	\$110
Third Tutorial No. _____	\$ 80	\$100
Students (Each Tutorial)	\$ 25	\$ 35

<u>April 25, Thursday a.m.</u>	
2.1	Radar Cross Section
2.2	Pulse Compression in Radar Systems
2.3	Automatic Target Recognition Using SAR
2.4	STAP I: Introduction to Theory and Applications

TOTAL DUE:\$ _____

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April 25, Thursday p.m.

3.1	TBA
3.2	TBA
3.3	Super Resolution Techniques for Synthetic Aperture Radar
1.	STAP II: Advanced Techniques

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