

MANUAL FOR USING L^AT_EX TEMPLATE: TMS TWO-COLUMN PROCEEDINGS PUBLICATIONS

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Abstract

This is an instructional guide for using the L^AT_EX Template that TMS has built for two-column proceedings publications. This template is divided into two files (*TwoColumn.tex* and *TC_Paper.tex*) and has a preset formatting structure along with command definitions to help you prepare your paper. Do not change any of the default settings.

Introduction

TwoColumn.tex contains the proper TMS layout and command definitions; *TC_Paper.tex* should reside in the same directory as *TwoColumn.tex* and should be used as the actual starting point for your paper.

The TMS L^AT_EX template uses both the “geometry” and “titlesec” packages. If you do not have these packages, they can be downloaded from the following web locations:

<http://www.ctan.org/tex-archive/macros/latex/contrib/geometry/>

<http://www.ctan.org/tex-archive/macros/latex/contrib/titlesec/>

If you have any questions or need assistance with the preparation of your paper, please contact:

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Document Setup

Document Class

In the first line, the document class is set to the following:

- letterpaper (8.5x11 page size)

- 10pt (for default font size)

- oneside

- twocolumn

Layout

The next section uses the “geometry” package to properly set up the page layout(see Table I); please do not make any changes to these dimensions.

There is no need to have a header or footer, so the `noheadfoot` option is set. There is also no need to have page numbers (pagination will be set by TMS Staff), so the `\pagestyle{empty}` option is set.

Commands for Sectioning

The default way L^AT_EX sections papers is not used for TMS publications. Instead, the template uses the “titlesec” package to redefine the sectioning commands. Sections are not numbered, so the `\setcounter{secnumdepth}{0}` option is set. Block paragraphs are preferred, but are not built in to the template.

`\section{This is an Example}`

This command should be used for any first-level headings such as the **Abstract** and **Introduction** sections of your paper.

Font Attributes: Bold

Font Size: 10 pt.

Capitilization: First letter of each word in caps

Alignment: Centered

Spacing: Blank space above and below

Table I Dimensions for Page Setup				
Dimensions	Inches Decimal	Points	Picas	Millimeters
Page Size:	8.5 x 11	612 x 792	51 x 66	215.9 x 279.4
Margins:	Horizontal: .75 Vertical: 1	54 72	4.5 6	19.05 25.4
Live Area:	7 x 9	504 x 648	42 x 54	177.8 x 228.6

\subsection{This is an Example}

This command should be used for any second-level headings.

Font Attributes: Underline

Font Size: 10 pt.

Capitilization: First letter of each word in caps

Alignment: Flush left on column

Spacing: Blank space above, begin paragraph on next line

\subsubsection{This is an Example}. This command should be used for any third-level headings (if necessary). It is almost identical to the second-level heading except that a second-level paragraph begins below the heading whereas a third-level paragraph begins on the same line, immediately following the heading.

Font Attributes: Underline

Font Size: 10 pt.

Capitilization: First letter of each word in caps

Alignment: Flush left on column

Spacing: Blank space above; begin paragraph on same line as heading

Commands for First Page

\PaperTitle

\AuthorsList

If there is more than one author, subsequent author names should follow on the same line as the first author mentioned and continue onto further lines as necessary. There should be a superscript number following each name that corresponds to the proper affiliation.

\AuthorsAffiliation

Each author affiliation should be put on a separate line (two lines if necessary), with a superscript number at the beginning that corresponds to the correct author(s) in the previous section.

\Keywords

Between the author(s) affiliation(s) and **Abstract**, please enter at least three keywords appropriate for your paper.

Note. In the *TC-Paper.tex* file, the commands for the Author List, Author(s) Affiliation(s) and keywords are contained within the `\twocolumn[...]` command. With this command, any text appearing in the square brackets is typeset in one-column mode.

You may now begin inputting the main body of your paper. The default way L^AT_EX handles footnotes, floats (tables, pictures, graphs, etc.) and the bibliography is acceptable. All other relevant instructions are covered in the TMS Formatting Instructions for Two-Column Proceedings Publications.

Saving and Submitting

Because of L^AT_EX's built-in PDF capabilities, you will be required to submit a PDF version of your paper. If possible, be sure to create the PDF version directly from the L^AT_EX file (e.g. the `pdflatex` command); please try not to create the PDF file from a DVI version of the paper.

When you are ready to submit your paper, please make sure that the last name of the primary author is used as the filename, then:

1. Go to the CMS-Plus web site and log in using the same username and password that were used when you submitted your abstract.
2. Follow the "Presenter/Author Tools" link from the main menu.
3. In the list that you are presented, click on the "Upload Manuscript" link.
4. From the Manuscript Submission page, follow the prompts on how to upload your file.