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## 27<sup>th</sup> International Meeting of Collectors and Researchers of Slide Rules and other Historic Computing Instruments ZOOM conference on September 11–12, 2021

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The proceedings of the IM2021 conference will be a “real book”, and it will be produced with the help of a professional typesetting system. The publication technology and the style will be the same as the proceedings of the IM2013 in Berlin and IM2017 in Bonn. To achieve optimal results for the book and to minimize work for both authors and editors we have few suggestions.

### Preparing your manuscript

We expect that you write your paper with a typical, reasonably modern text processing system. We can accept files prepared by MICROSOFT WORD, OPENOFFICE or LIBREOFFICE. We can also process pure text files and L<sup>A</sup>T<sub>E</sub>X files.

The text of your article will be a chapter of the book, and can further be subdivided into unnumbered sections and subsections. Mark sections by a bold, enlarged title line, and subsections by a bold title line (without font enlargement).

For emphasis, use *italic*; **bold face** is reserved to titles. The use of colour is reserved to pictures. For mathematical formulae use the equation editor of your text processor. Footnotes can also be used, as provided by WORD or OPENOFFICE, but they shall not be used for references to the literature.

Bibliography items shall be referenced by words or numbers in square brackets. Full citations are collected in the bibliography at the end. Please provide all information you have on your sources, and try to be specific in your references, like volume/issue numbers. In particular, add page numbers or chapter or section references where applicable.

The actual typesetting will use L<sup>A</sup>T<sub>E</sub>X. If you can write your submission directly in L<sup>A</sup>T<sub>E</sub>X, please do so using the `article` document class. As we process input from many sources, it is easier for us to process literature and online references in the classical way instead of using BibT<sub>E</sub>X.

### Language

IM2021 is an international conference, thus the language of the proceedings is English. You can write either British or American English, but please be consistent in your choice!

### Illustrations

For each picture we need a separate file. In your text document (and the resulting PDF-file) you can use a lower resolution and resized version of it as a preview. But for the printing of the book we need all pictures in sufficient quality. As a general rule, do provide us with the best quality of the picture that you have. In particular, do not resize it to fit your manuscript, but send us the original file.

For drawings, in particular those with lettering, we would appreciate to get sketches early, as soon as possible, as we will probably have to re-typeset (some of) them for best results and a style fitting the overall book design. Our goal is to produce a high quality book.

We also strive to get highest quality printing for the final publication without unduly incurring premium costs. Printing costs are strongly dependent on the number of colour pages. So please

refrain from excessive use of colour. Proper use of colour makes a good article, but do not unnecessarily colourize pictures originally captured as black & white or greyscale images.

**Important notice:** For all illustrations you need the right to publish them. Please check with the original source, like a museum where you got a photograph. If there are fees to pay for the right to printing it, you will have to cover them. Please contact us, if there are any doubts or questions.

## Final remarks

We want you to write your article for the proceedings in the most informative way, without thinking of the final appearance — that is our job. This means that you should not care about line or page breaks or about the details of placement of figures and pictures. Again, that's our job in the typesetting and the overall production of the book. There is no specific limit on the size of your article; take the space you need without being excessive.

@@If there is anything you want to appear special in your article, write a note in your manuscript marked with double @-signs, like in this example. We will figure out what you want and contact you as needed. In any case, we will be glad to help and answer your questions, both by email ([editor@im2021.org](mailto:editor@im2021.org)) or phone (+49-3641-440999).

You will get page proofs as soon as we have converted / formatted your paper as a PDF file, and we will work with you to get the optimum both in content and appearance. For the final version we will ask you for a formal release (*imprimatur*) and a signed note that you have all the rights for the publication of the elements of your paper (the problem of copyrights and usage rights, in particular for all illustrations).

Please send all your files by email to [editor@im2021.org](mailto:editor@im2021.org). If the size of the mail message gets too large, split it into groups of messages or send the data via the *WeTransfer*-Service ([www.wetransfer.com](http://www.wetransfer.com)). In most cases it will be sufficient to send (groups of) pictures as separate email messages.

**Finally, remember that these notes are only guidelines, not rigid rules.**

**[www.im2021.org](http://www.im2021.org)**