



# The 51<sup>st</sup> International Conference on Electron, Ion, Photon Beam Technology and Nanofabrication

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## Dear 2007 EIPBN Presenter / Author:

This year the Advance Program was made available only on our web site ([www.eipbn.org](http://www.eipbn.org)), so be sure to check this for the time and day of your presentation. Further details on poster and oral presentations are provided below.

### **Poster Presentation**

A poster board with a banner listing the authors and affiliations will be available starting Wednesday at noon. The poster session begins 3:45 pm on Wednesday by which time all posters should be in place. The poster board is 4 feet high by 4 feet wide and can hold 12 to 16 standard sheets of paper. Large font size (16 point or greater) and color graphics are highly recommended. Please remove your poster by 12:00 noon on Friday.

### **Oral Presentation**

Each oral session will be equipped with a digital projector and connections for up to four laptop computers. Each speaker is required to check out the compatibility of their laptop with the digital projection system well before the start of their session. A separate Speaker's Room will be available throughout the conference for this purpose. You are requested to report to your session 10 minutes early to check-in with your Session Chairs and hook up your laptop. Hooking up as many laptops as possible before the session will save valuable time. Each session is also provided with an overhead projector, a laser pointer, and an audio/visual technician. It is strongly recommended that speakers also have a backup of their presentation on a CD or USB Memory stick. (Please note that Macintosh computers will work as long as they are PC compatible and not over five years old. Macintosh users should also be sure to test their backup copy on a Windows PC. We cannot provide a spare Mac if yours is broken. Macintosh PowerPoint presentations may have incompatible fonts and incompatible video plugins.)

Speakers for contributed papers will have 15 minutes to present their paper plus 5 minutes for questions. Invited speakers will have 25 minutes to present plus 5 minutes for questions.

### **Paper Submission Guidelines**

The proceedings of the conference will be published in the Nov/Dec issue of the Journal of Vacuum Science and Technology B (JVST-B). Manuscripts should be submitted electronically on the EIPBN website as either .pdf (preferred) or .doc files. No paper manuscripts will be accepted. **The Manuscripts are due at the time of the conference. Manuscripts submitted after June 10 will be published in a later issue of JVST.** Papers will be peer reviewed. Authors are required to pay JVST page charges of about \$100 per page. Manuscript preparation guidelines include the following (further details can be found on the JVST web site):

1. Papers can contain up to 4000 words (4 journal pages), which corresponds to a total of 16 pages of double-spaced text, tables, figures, references, abstract, etc.
2. Each figure and table should be on a separate page.
3. Table and figure captions should be listed on a page, NOT under the table or figure.
4. Multi-component figures may take up more than one page (of the 16 pages allowed) if each component cannot be reduced to 1/6 of a JVST page.
5. The text should be DOUBLE-SPACED using a 12-pitch type and pages should have one-inch margins on all sides.
6. Authors should include their internet e-mail addresses along with all other footnotes in the following format: Electronic mail: smith@foo.bar.com