

## 2003 ACC Author Instructions

### General Information

The conference proceedings will be published in both a printed and a CD-ROM version. Both versions will be produced from your electronic paper submissions. For this reason, please make sure that the electronic version of your paper follows the conference format and is of the highest possible quality. In particular, the use of embedded bitmapped fonts, the default by most versions of LaTeX, is strongly discouraged because of poor resolution and slow rendering on the CD-ROM after conversion to PDF format. LaTeX users are strongly encouraged to refer to the instructions posted on the submission site that explain how to generate postscript files with scalable Type-1 fonts. The Final Program (available at the conference) will include the abstracts from all papers and will serve as a useful companion to the CD-ROM proceedings. Consequently, authors will also be requested to submit a text version of the abstract along with their manuscript.

### Paper Format

Length:	2 (Short) or 6 (Regular) pages, unless excess page fees are paid
Paper Size:	Letter (8.5 x 11 in) or A4 (210 x 297 mm)
Page Layout:	two-column format with single spacing
Type Size:	no type less than 9 point anywhere
Title:	centered across entire page at top of first page
Authors:	centered across entire page below title (with affiliations and addresses)
Abstract:	left column only
Sections:	use numbered headings for sections, subsections and sub-subsections
Figures:	captions at bottom, embedded or at end of paper
Tables:	captions at top, embedded or at end of paper
References:	include list of references at end of paper, with citation as appropriate
Page numbers:	do not put page numbers on your final manuscript

Margins	Letter Paper (8.5 x 11 in)	A4 Paper (210 x 297 mm)
Top	1.0 in, 25.4 mm	1.69 in, 42.9 mm
Bottom	0.75 in, 19.1 mm	0.75 in, 19.1 mm
Left	0.75 in, 19.1 mm	0.63 in, 16.0 mm
Right	0.75 in, 19.1 mm	0.63 in, 16.0 mm
Center	0.30 in, 7.6 mm	0.30 in, 7.6 mm

LaTeX style files are available on the 2003 ACC web site: <http://acc2003.me.berkeley.edu/>

### What to Submit Electronically

1. Electronic Version of your Final Manuscript (in PDF or postscript format only)
2. Abstract (in text format only)

### How to Electronically Submit your Manuscript and Abstract

The final manuscript and abstract must be submitted over the internet to the electronic submission web site by **March 14, 2003** following the directions outlined below. If you fail to meet this deadline, your paper may not appear in the Conference Proceedings.

- a) Go to the electronic submission web site: <http://www.epapers.org/acc2003/>
- b) Log in using your Session code and Paper ID number (provided on your acceptance letter).
- c) If there has been a change in the title of your paper or a change in the authors, please provide the correct information following the instructions on the web site. If the title and author information displayed is correct, proceed to the submission of your manuscript.
- d) Submit the PDF or postscript format version of your final manuscript following the site directions.
- e) Copy or paste your abstract into the space provided in text format only. Please comply with the length limitation of 200 words and refrain from the use of any special characters. Please note that the abstract will appear in the Final Program exactly as entered with no further processing.
- f) If you experience difficulty with the submission web site, please contact: [acc@epapers.org](mailto:acc@epapers.org)

### **What to Submit via Postal Mail or Fax**

3. AACC Copyright Form (mandatory, available on the conference web site)
4. Paper Certification Form (mandatory, available on the conference web site)
5. Excess Page Fee of \$175.00 per page (mandatory, if applicable; checks only please)

### **Where to Mail the Copyright and Certification Forms and the Excess Page Fee**

Items 3 - 5 above may be mailed to the address indicated below. Checks for the excess page fee must be drawn on a US bank and made payable to: **2003 American Control Conference**. Please note that we will not be able to include your paper in the conference proceedings unless the copyright form, paper certification form, and excess page fee, if applicable, are received by **March 14, 2003**.

**2003 ACC Submissions**  
**15 West Marne Ave.**  
**P.O. Box 265**  
**Beverly Shores, IN 46301**  
**USA**

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If your paper does not have an excess page fee, items 3 & 4 above may be faxed to: **+1 219 871-0211**. Please note that we will not be able to include your paper in the conference proceedings unless the copyright form and the paper certification form are received by **March 14, 2003**.

### **Submission Deadlines**

Submission of all materials by electronic submission, postal mail, and/or fax must be received by the **March 14, 2003** deadline following the directions provided above. If you fail to meet this deadline, we may be unable to include your paper in the Conference Proceedings.

### **Preparing your Presentation**

When preparing your presentation, be sure to note on your acceptance letter whether you have an oral or an interactive (poster) presentation. Oral presentations are 20 minutes within a two-hour session. An LCD and overhead projector will be available in the presentation rooms. Please note that you must supply your own laptop computer to make use of the LCD projector. No slide projector or VCR will be available. Interactive presentation sessions will be two hours long. For demonstrations in these sessions, a variety of media may be available such as an internet connection, LCD, and large screen monitor. A poster board approximately 4x8 feet will also be present. Please contact the Vice Chair for Contributed Papers, Ahmet Palazoglu, [anpalazoglu@ucdavis.edu](mailto:anpalazoglu@ucdavis.edu), for any special needs with your interactive presentation. There will be time allocated for set-up and take-down before and after each of the interactive presentation sessions.

### **Conference Presentation**

Acceptance of your paper is made with the understanding that at least one author will attend the conference to present the paper. If a paper is not presented during a session, it causes severe disruption to the session and defeats the purpose of the conference. To avoid such disruptions, authors who cannot attend the conference and present the paper are expected to find a conference attendee who can act as a substitute presenter for the paper. If for some reason, you are unable to attend the conference and unable to find a substitute presenter, please inform the Program Chair, Anuradha Annaswamy, [aanna@mit.edu](mailto:aanna@mit.edu), at the earliest time possible, but no later than one week prior to the start of the conference.

AACC COPYRIGHT FORM

Signed form, appropriately completed, MUST ACCOMPANY any paper to be published by AACC.  
PLEASE READ THE SECOND PAGE OF THIS FORM FOR FURTHER DETAILS.

TITLE OF PAPER: \_\_\_\_\_

AUTHOR(S): \_\_\_\_\_

PUBLICATION TITLE: **2003 American Control Conference**

PART A – COPYRIGHT TRANSFER FORM

(NOTE: Company or other forms CANNOT be substituted for this form. U.S. Government employees whose work is not subject to copyright may so certify by using Part B below.)

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PART B – U.S. GOVERNMENT EMPLOYEE CERTIFICATION

(NOTE: If your work was performed under Government contract but you are not a Government employee, sign transfer form above and see item 5 under Returned Rights.)

This will certify that all authors of the above paper are employees to the U.S. Government and performed this work as part of their employment and that the paper is therefore not subject to U.S. copyright protection.

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## **Information for Authors**

### **AACC POLICY**

Thank you for your interest in the AACC. As you know, the AACC distributes its technical publications throughout the world, and it is necessary to translate and abstract its publications, and articles contained therein, for inclusion in various compendiums and similar publications, etc. When an article is submitted for publication by the AACC, the AACC understands that its acceptance of the article implies that the AACC has the right to do all the things it normally does with such an article.

In connection with its publishing activities, it is the policy of the AACC to own the copyrights in its technical publications, and to the contributions contained therein unless other arrangements have been made, in order to protect the interests of the AACC, its authors and their employers, and at the same time to facilitate the appropriate re-use of the material by others.

The new United States copyright law requires that the transfer of copyrights in each contribution from author to the AACC be confirmed in writing. It is therefore necessary that you execute either Part A – Copyright Transfer Form or Part B – U.S. Government Employee Certification on the reverse side of this sheet and return it to the Editor (or person who supplied this sheet) as promptly as possible.

### **AUTHOR/COMPANY RIGHTS**

If you are employed and you prepared your paper as a part of your job, the rights to your paper initially rest with your employer. In that case, when you sign the copyright transfer form, we assume you are authorized to do so by your employer and that your employer has consented to all of the terms and condition of that form. If your employer has not authorized you to sign the form yourself, it should be signed by someone so authorized.

### **RETURNED RIGHTS**

Just as the AACC now requires a signed copyright transfer form in order to do “business as usual,” it is the intent of this form to return rights to the author and employer so that they, too, may do “business as usual.” If further clarification is required, please contact the Publications Chair of the American Control Conference.

### **JOINT AUTHORSHIP**

For jointly authored papers, only one signature is required, but we assume all authors have been advised and consent to the publication.

### **U.S. GOVERNMENT EMPLOYEES**

Authors who are U.S. Government employees are not required to sign the Copyright Transfer form (Part A), but any co-author outside the Government are.

Part B of the form is to be used instead of Part A only if all authors are U.S. Government employees and prepared the paper as part of their job.

### **GOVERNMENT CONTRACT WORK**

Authors whose work was performed under U.S. Government contract but who are not Government employees are required to sign Part A – Copyright Transfer Form. However, item 5 of the form returns reproduction rights to the U.S. Government when required even though the AACC copyright policy is in effect with respect to the reuse of material by the general public.

Thank you for your prompt cooperation

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## 2003 ACC Paper Certification Form

This form and the AACC Copyright form must be filled out and returned as indicated below.

**Paper**

**Session-Sequence Code:** \_\_\_\_\_

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**Title:** \_\_\_\_\_

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**This paper was accepted as a (check one):**

\_\_\_\_\_ Short Paper (2 pages allotted)

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**Please complete the following:**

- a) Number of pages in the paper: \_\_\_\_\_
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- c) Number of excess pages (a – b): \_\_\_\_\_
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**Please check one:**

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Checks should be drawn on a US bank and be made payable to: **2003 American Control Conference**  
Please specify your paper number on the check or money order. No credit cards, purchase orders, or promissory notes will be accepted. Over-length papers received without the proper payment will be truncated to the allotted number of pages for inclusion in the proceedings. If you require a receipt, please enclose a self-addressed stamped envelope.

**Signature:** \_\_\_\_\_

Mail this form and excess page fee, if applicable, together with the AACC copyright form to:

**2003 ACC Submissions  
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P.O. Box 265  
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