

Author Guidelines

Please preview the [Electronic Posting Policy](#) and [Self-Plagiarism Policy](#).

◆ PUBLISHING GUIDELINES FOR AUTHORS

These guidelines are only for authors that have had their articles reviewed and accepted for publication in *IEEE Wireless Communications*. If you need information on how to submit an article for consideration please visit the [Paper Submissions Guidelines](#) page. The production process is separate from the review process and requires a full set of materials to be uploaded directly to Manuscript Central, which will then be retrieved via FTP.

Further info: Magazine production uses a different process than journal production. If you are familiar with the submission of article materials for a journal such as JSAC, be aware the guidelines below are different. Please read them carefully and do not make assumptions on what we need based on your prior experience with journal publication.

◆ TIMELINE

- **Final manuscripts due:** The 15th of the month, 2 months prior to issue date. For example, all materials for an article in the August issue are due by June 15th.
- **Guest Editorials/Departments due:** The 1st of the following month, 1 month prior to issue date. For example, all Guest Editorials and departments in the August issue are due by July 1st.
- **Page proofs sent to contact author:** 4 weeks prior to issue date.
- **Page proofs back to department:** 3 weeks prior to issue date.

◆ SUBMISSION OF MATERIALS TO PRODUCTION STAFF

NOTE: *IEEE Wireless Communications* does not use style sheets or templates for submission of materials.

Electronic material **must** be sent via Manuscript Central. When submitting the final version, the

following materials **must** be included:

- **An editable electronic file**
 - Include the abstract, biographies, and captions for tables and figures.
 - A Microsoft Word file is preferred, but LaTeX and ASCII files will be accepted. Do not send read only files.
 - Please keep in mind that LaTeX files are acceptable as long as all the sections (bibliography, abstract, etc.) have been merged into one text-only document and require more time to process.
- **A .pdf file of the manuscript**
 - Include abstract, figures, tables, equations, references, and biographies (50 to 75 words).
 - Callouts (the place in the text that refers the reader to each figure or table) included within the text.
 - Manuscripts should be one-sided only and include *all* required formatting in text, figures, tables, and equations.
 - References must be numbered sequentially, not alphabetically. The basic reference format is: [#] A. Brown, "Communications and Modern Man," *IEEE Commun. Mag.*, vol. 1, no. 1, Jan. 1998, pp. 11–38.
- **Separated Figure files**
 - Figures and tables must be separated out even if they are included within the manuscript pages as they are redrawn to fit the style of the magazine.
 - To separate the figures out, place each figure at the end of the article, one per page. Please include captions.
 - If your article contains **photographs**, please send high-resolution (300 dpi or greater) .jpeg or .tif files. If your paper contains **screenshots**, please submit the original digital image along with your final paper in manuscript central.
- **A completed and signed copyright form**
 - Electronic copies of the [copyright form](#) can be accepted in the form of a signed and scanned .pdf.

The [U.S. International Traffic in Arms Regulation](#) page should be viewed by authors who are submitting military- or defense-related material, and:

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 - Work for a U.S.-based organization, regardless of where they are physically located; or
 - Work at a U.S. location of a non-U.S.-based organization.
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- **Contact information for the main contact author:**
 - A mailing address suitable for Federal Express delivery (i.e., no P.O. Box #s), including a street address, postal code, telephone/fax numbers.
 - E-mail addresses (include an e-mail address for each author if available).
- **The issue month for which you are submitting your materials.**
 - Include the topic title and the name of the editor who accepted your article.

◆ MATERIAL SUBMISSION

All electronic materials must be uploaded to [Manuscript Central](#).

In the event you need to send a hard copy of your final files, all hardcopy materials (copyright included) should be mailed to:

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◆ NOTES

Electronic Files and Formats

The use of Zip, Stuffit or other compression is advised. On occasion .pdf files that are sent electronically will not print out properly on the recipient's printer. If a .pdf is illegible after transmission to us, you will be requested to submit a hard copy via overnight mail. Faxes are unacceptable. We cannot accept Microsoft Word files as the hard copy version even if we will be using them for the editable copy.

Please **do not** send .gif files. This low-resolution format works fine on the Internet or for viewing on a monitor, but they will not yield high quality print versions. If your photo was captured as a .jpeg and then converted to a .tif, it will retain the low quality of the original .jpeg in the final print version. If there is no way you can supply us with a good quality original photo or hi-res digital photo, we can not be responsible for the results you will see in the final printed magazine.

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Final Note

Due to differences in printers and printer descriptions from computer to computer, there is no guarantee that .doc, .pdf, and .ps files that you submit will result in documents that look exactly like your original versions after they are printed out here. When your page proofs are sent to you, remember to check them carefully for any discrepancies that might have occurred in the original transfer process. This is especially true if symbols (mathematical, Greek, etc.) and unusual fonts were used in the article.

MAGAZINE PRODUCTION STAFF

[See the Production Staff List for contact information](#)

Editor-in-Chief

Directs magazine technical content, approves all articles and feature topics, special issues, and series, selects author and Guest Editor assignments, manages the Technical Editor and Regional Correspondent staffs, and establishes future magazine technical policy.

Editorial Liaison

Works with guest editors of Feature Topics/Special Issues/Series and authors of standalone articles, to help bring contributions to publication. He/she organizes reviewing process of articles authored or co-authored by Guest Editors (if any). The Editorial Liaison should receive all articles accepted by Guest Editors (along with their reviews) for final approval, prior to sending acceptance notification to authors.

Assistant Publisher

Responsible for editing, layout, and overseeing production schedules. Oversees contact with Editors-in-Chief and/or Guest Editors regarding progress and schedule of articles to be received by the IEEE Communications Society.

Production Specialist

Maintains production schedule log. Maintains contact with Guest Editors and authors regarding due dates and mechanical requirements for all manuscripts. Responsible for trafficking manuscripts and preparing files for production and page layout. Provides assistance to Assistant Publisher as needed.

Associate Editor

Copyedits articles and works with authors to finalize page proofs. Traffics advertising materials and serves as liaison to Advertising Dept. and vendors. Provides assistance to Assistant Publisher and Production Specialist as needed.

Online Production Manager

Prepares online version of the issue.

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