

## L<sup>A</sup>T<sub>E</sub>X Guidelines for Author Response

### 1. Introduction

Please use this template for two separate purposes. (1) If you are submitting a paper to the second round for a paper that received a Revise decision in the first round, please use this template to address the reviewer concerns and highlight the changes made since the original submission. (2) If you submit a paper to the second round, after you receive the reviews, you may optionally submit a rebuttal to address factual errors or to supply additional information requested by the reviewers (this rebuttal will be seen by Area Chairs but not by the reviewers). In either case, you are limited to a **one page** PDF file. Please follow the steps and style guidelines outlined below for submitting your author response.

The rebuttal must adhere to the same blind-submission as the original submission and must comply with this rebuttal-formatted template.

#### 1.1. Response length

Author responses must be no longer than 1 page in length including any references and figures. Overlength responses will simply not be reviewed. This includes responses where the margins and formatting are deemed to have been significantly altered from those laid down by this style guide. Note that this L<sup>A</sup>T<sub>E</sub>X guide already sets figure captions and references in a smaller font.

### 2. Formatting your Response

**Make sure to update the paper title and paper ID in the appropriate place in the tex file.**

All text must be in a two-column format. The total allowable width of the text area is  $6\frac{7}{8}$  inches (17.5 cm) wide by  $8\frac{7}{8}$  inches (22.54 cm) high. Columns are to be  $3\frac{1}{4}$  inches (8.25 cm) wide, with a  $\frac{5}{16}$  inch (0.8 cm) space between them. The top margin should begin 1.0 inch (2.54 cm) from the top edge of the page. The bottom margin should be 1-1/8 inches (2.86 cm) from the bottom edge of the page for  $8.5 \times 11$ -inch paper; for A4 paper, approximately 1-5/8 inches (4.13 cm) from the bottom edge of the page.

Please number all of your sections and any displayed equations. It is important for readers to be able to refer to any particular equation.

Wherever Times is specified, Times Roman may also be used. Main text should be in 10-point Times, single-spaced. Section headings should be in 10 or 12 point Times. All paragraphs should be indented 1 pica (approx. 1/6 inch or 0.422 cm). Figure and table captions should be 9-point Roman type as in Figure 1.

List and number all bibliographical references in 9-point Times, single-spaced, at the end of your response. When



Figure 1. Example of caption. It is set in Roman so that mathematics (always set in Roman:  $B \sin A = A \sin B$ ) may be included without an ugly clash.

referenced in the text, enclose the citation number in square brackets, for example [1]. Where appropriate, include the name(s) of editors of referenced books.

#### 2.1. Illustrations, graphs, and photographs

All graphics should be centered. Please ensure that any point you wish to make is resolvable in a printed copy of the response. Resize fonts in figures to match the font in the body text, and choose line widths which render effectively in print. Many readers (and reviewers), even of an electronic copy, will choose to print your response in order to read it. You cannot insist that they do otherwise, and therefore must not assume that they can zoom in to see tiny details on a graphic.

When placing figures in L<sup>A</sup>T<sub>E</sub>X, it's almost always best to use `\includegraphics`, and to specify the figure width as a multiple of the line width as in the example below

```
\usepackage[dvips]{graphicx} ...
\includegraphics[width=0.8\linewidth]
{myfile.eps}
```

### References

- [1] A. Alpher. Frobnication. *Journal of Foo*, 12(1):234–778, 2002. 1