

POSTER SUMMARY INSTRUCTIONS FOR FINAL REPORT

Dear Poster Author,

The 2001 IEEE International Integrated Reliability Workshop Technical Program Committee wants to thank you for your part in this year's workshop. We believe that the poster session plays a vital role in the Workshop by providing an informal and direct means of discussing relevant reliability topics. In addition to your poster presentation, we encourage you to submit a paper of your poster for inclusion in the Workshop Final Report. Please read our instructions carefully TODAY and note the deadlines highlighted below for the publication of the 2001 IEEE IRW Final Report.

If you wish to have a paper of your poster included in the **2001 IRW Final Report**, you must submit a draft (four pages maximum for refereed and two pages for open posters) to the Technical Poster Chair (Emmanuel Vincent– See below) by September 15, 2001. After approval by the Technical Poster Chair you must bring a camera ready document and an electronic copy (e.g. MS-Word, Wordperfect, pagemaker file) to the conference and turn this into the Technical Poster Chair by October 18, 2001 so that it can be included in the final report.

IMPORTANT! The 2001 IRW Final Report is being copyrighted. The enclosed IEEE copyright form (attached file "ieeecright.pdf") must be completed and returned with your submission.

The consultants responsible for printing the Final Report are:

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In Summary, the following dates are important milestones:

DATE	MILESTONE
09/15/01	Draft Summary to Technical Poster Chair
10/18/01	Final draft and signed Copyright Form (Attached File "ieeecright.pdf") to the Technical Poster Chair at the conference.

MANUSCRIPT INSTRUCTIONS FOR FINAL REPORT (DUE AT WORKSHOP Oct. 18, 2001)

STYLE

An example of a Final Manuscript from a previous Workshop Final Report is also provided in the attached file "Poster_EX.pdf".

FORMAT INSTRUCTIONS

GENERAL:

1. You should provide a camera-ready manuscript of maximum 4 pages (2 pages for open poster) to the Technical Poster Chair, along with an electronic media version on diskette, or a zip disk. If there is a technical reason for an exception, it should be worked out with Poster Chair. The printers uses PageMaker on a PC, but will be able to translate from popular PC or Mac software (e.g. MS Word, WordPerfect). Check with the poster chair for any special needs.
2. Use two-column format, except for the paper heading, which consists of the title, author and affiliation. Left and right margins should be 0.67 (17 mm) and top and bottom margins should be 0.69in (18 mm). Column spacing should be 0.19in (5 mm). Your submission is limited to four 8.5"x11" pages.

PAPER HEADING:

3. The paper heading consists of the paper title, author or authors, affiliations, addresses and where possible, phone, fax and email.

4. The title should be in Times Roman bold size 13. All other heading information should be in Times Roman font size 11.

TEXT:

5. Section Headings should be in Times Roman bold size 11, and should be centered across the column.
6. Use Times Roman or equivalent font size 9 in the body of the text.
7. The first line of text in each paragraph should be indented by 0.3in (8 mm). A space equivalent to a double line spacing should separate paragraphs.

FIGURES & TABLES:

8. Figures and tables may be reproductions of the transparencies used in the presentation. You may include them after the text, or insert them at appropriate location in the text.
9. Figures and tables should be numbered. Refer to the figures and tables by number in the text. Include appropriate captions where necessary.
10. DO NOT put your company logo or the name of your employer or university on the figures.
11. DO NOT submit color figures or photos if clean black and white copies are available.
12. For hard copy submissions: Photos that need to be reduced or enlarged may be kept separate from the manuscript. However, you must clearly identify where they go in the manuscript. The printer will size them as needed.

Alternately, paste-ups of continuous tone photographs on the original manuscript are acceptable.

13. Your electronic media submission may contain a scanned version of your photographs and/or graphics. If in doubt on the quality of the scanned images, please contact SAR.

CLEAN ORIGINALS OF YOUR CAMERA READY FINAL MANUSCRIPT, ALONG WITH ELECTRONIC MEDIA VERSION AND YOUR SIGNED IEEE COPYRIGHT FORM (Attached File "ieeecright.pdf") MUST BE GIVEN TO THE POSTER CHAIR AT THE WORKSHOP (BY OCTOBER 18, 2001)

Thank you in advance for your assistance in completing the 2001 IRW Final Report in a timely manner. As you see, our schedule for completion of the report is very tight. We are counting on your efforts in helping us meet our deadline.

Regards, Linda Head and Emmanuel Vincent

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