Preparing a Manuscript for Submission to an Optica Meeting or Conference [Title Should Be in Bold, 18-Point Type and Centered, Use Title Case]

Author name(s) [10-point type, centered, bolded]
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Abstract: Indent left and right margins 0.5 in. (1.27 cm), justify the paragraph (on both right and left), and use the same font as in the body of the paper. Your abstract should be an explicit summary of the paper that states the problem, the methods used, and the major results and conclusions. Comments and questions should be directed to the Optica Conference Papers staff (tel: +1 202.416.6191, e-mail: cstech@optica.org). © 2022 The Author(s) [10-point type, centered]

1. Main Text

1.1. Required Elements

All PDF submissions must contain the following items in order to be published:

1. Complete title
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6. Two-page limit unless designated otherwise on conference website

1.2. Typographical Style

The appearance of this document reflects the requirements of the style guide. Since there is no typesetting or copy-editing of summaries, the use of this style guide is critical to provide a consistent appearance. The first line of the first paragraph of a section or subsection should start flush left. The first line of subsequent paragraphs within the section or subsection should be indented 0.2 in. (0.62 cm). Use 8.5 in. x 11 in. paper (21.505 cm x 27.83 cm) with 1 in. margins (2.54 cm) on all sides, use 10-point Times New Roman or Palatino font, and do not use hyphens at the end of a line. If A4 format is designated on conference website, use the following margins: 1 in. (2.54 cm) top margin on first page, .75 in. (1.9 cm) margin on subsequent page(s), 1.44 in. (3.67 cm) bottom margin, .75 in. (1.9 cm) left margin, and .52 in. (1.32 cm) right margin.

1.3. Author Names and Affiliations

Author names should be given in full with first initials spelled out to assist with indexing. Affiliations should follow the format division, organization, and address—and complete postal information should be given. Abbreviations should not be used. United States addresses should end with ", USA."

1.4. Abstract

The abstract should be limited to no more than 35 words. It should be an explicit summary of the paper that states the problem, the methods used, and the major results and conclusions. If another publication author is referenced in the abstract, abbreviated information (e.g., journal, volume number, first page, year) must be given in the

abstract itself, without a reference number. (The item referenced in the abstract should be the first cited reference in the body.)

1.5. Notation

1.5.1. General Notation

Notation must be legible, clear, compact, and consistent with standard usage. In general, acronyms should be defined at first use.

1.5.2. Math Notation

Equations should be centered, and equation numbers should only appear to the right of the last line of the equation, in parentheses. For long equations, the equation number may appear on the next line. For example:

$$H = \frac{1}{2m}(p_x{}^2 + p_y{}^2) + \frac{1}{2}M\Omega^2(x^2 + y^2) + \omega(xp_y - yp_x). \quad (1)$$

In-line math of simple fractions should use parentheses when necessary to avoid ambiguity—for example, to distinguish between 1/(n-1) and 1/n-1. Exceptions to this are the proper fractions, such as $\frac{1}{2}$, which are better left in this form. Summations and integrals that appear within text such as $\frac{1}{2}\sum_{n=1}^{n=\infty}(n^2 - 2n)^{-1}$ should have limits placed to the right of the symbol to reduce white space.

2. Tables and Figures

Figures and illustrations should be incorporated directly into the manuscript, and the size of a figure should be commensurate with the amount and value of the information conveyed by the figure. Figures and tables should be centered (except for small figures less than 2.6 in. or 6.6 cm in width, which may be placed side by side) and located inside paper margins. Text should not wrap around figures or tables; table captions (10-point font) should be centered above tables, and figure captions (8-point font) should be centered below figures (for example, "Fig. 1. Laser"). Both should appear as close as possible to where they are mentioned in the main text.

Fig. 1. Sample figure with preferred style for labeling parts.

Table 1. Sample Table

One	Two	Three
Eins	Zwei	Drei
Un	Deux	Trois
Jeden	Dvě	Tři

No more than three figures should generally be included in the paper. No part of a figure should extend beyond text width, and text should not wrap around figures. Please provide permission and attribution for any trademarked or copyright images.

3. References

References should appear at the end of the paper in the order in which they are referenced in the body of the paper. The font should be 8 point, and the references should be aligned left.

Within the main text, references should be designated by a number in brackets [1], and they should be followed by a comma or period [2]. Two references cited at once should be included together [3,4], separated by a comma, while three or more consecutive references should be indicated by the bounding numbers and a dash [1–4]. Comprehensive journal abbreviations are available on the Crossref web site: http://www.crossref.org/titleList/.

[1] C. van Trigt, "Visual system-response functions and estimating reflectance," JOSA A **14,** 741-755 (1997).

[2] David F. Edwards, "Silicon (Si)" in *Handbook of optical constants of solids,* E.D. Palik, ed. (Academic, Orlando, Fla. 1985).

[3] F. Ladouceur and J. D. Love, *Silica-based buried channel waveguides and devices* (Chapman & Hall, 1995), Chap. 8.

[4] Author(s), "Title of paper," in Title of Proceeding, (Institute of Electrical and Electronics Engineers, New York, 1900), pp. 00-00.

[5] Author(s), "Title of paper," in Title of Proceedings, Name(s), ed(s)., Vol. XX of OSA Proceedings Series (Optical Society of America, Washington, D.C., 1900), pp. 00-00.