

# IEEE RADAR CONFERENCE

## "2001: Radar's Odyssey Into Space"



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# 2001 IEEE Radar Conference

Atlanta, Georgia, May 1-3, 2001

December 5, 2000

Dear Student Author,

Recently we informed you that your paper has been accepted for the 2001 IEEE Radar Conference as part of our student paper program. **Please check the on-line Advance Program for your paper if you are uncertain whether or not your paper has been accepted; the Advance Program is available on the Radar Conference website.** Student papers will be presented as poster presentations in Session 3b; please carefully read the attached information on the student paper program. The author's kit enclosed herein is intended to guide you in preparing your paper and presentation. This kit will be mailed to the contact author on December 11, 2000.

### Author's Kit Contents

1. Checklist of items you need to prepare and mail.
2. Presentation guidelines and suggestions for readable viewgraphs and slides.
3. Instructions for preparing camera ready copy (6 page limit).
4. Presenting author's biography form.
5. IEEE copyright form.
6. Registration form.
7. Information on the Radar Conference Student Paper Program.
8. Student Paper Program registration fee waiver form.

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## CHECKLIST OF ITEMS YOU NEED TO PREPARE AND MAIL

Item	Due Date
<input type="checkbox"/> Camera-ready copy of your paper (Required of <b>ALL</b> authors, 6 pages maximum)	February 2, 2001
<input type="checkbox"/> IEEE copyright form (Required for <b>ALL</b> papers)	February 2, 2001
<input type="checkbox"/> Conference registration form	February 2, 2001
<input type="checkbox"/> Registration fee waiver form	February 2, 2001
<input type="checkbox"/> Presenting author's biography	April 13, 2001

Mail all items above to:

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| <input type="checkbox"/> Where possible, please send electronic PDF file of your paper to<br><a href="mailto:radar2001@seal.gtri.gatech.edu">radar2001@seal.gtri.gatech.edu</a> (We can convert other electronic<br>formats to PDF if you do not have this capability) | February 2, 2001 |
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**NOTE:** Proceedings are intended to document papers presented at the conference. If none of the authors attends the conference, your paper will not be published in the proceedings, nor appear in the final program. All attendees, including one of the paper's authors, must register for the conference; advance registration fees are provided on the presenter's registration form included in this package. **Registration must be received by February 2, 2001 in order for the paper to be included in the proceedings.**

Authors who are not IEEE members can request a membership application form directly from the IEEE; please see <http://www.ieee.org> for more information.

Please contact Bill Melvin at 770-528-3274 or [bill.melvin@gtri.gatech.edu](mailto:bill.melvin@gtri.gatech.edu) with any concerns or questions regarding the preparation of your paper or presentation.

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## GENERAL PRESENTATION INFORMATION

### ***Oral Presentation***

For authors of **oral presentations**:

The time allotted for your presentation is **twenty (20) minutes**, including a two (2) minute period reserved for questions. We suggest you limit your presentation to no more than fifteen (15) viewgraphs. Because of schedule constraints, it is essential you limit your presentation to the allotted time period. Please use the information in the subsequent section and in Figure 1 to prepare viewgraph material.

Standard audio/visual equipment will be available for oral presentations: an overhead type projector for viewgraphs, a slide projector (with Kodak-type carousel slide holder), and a VHS-type video player and monitor. Please contact Bill Melvin at (Voice) 770-528-3274 or (Email) [bill.melvin@gtri.gatech.edu](mailto:bill.melvin@gtri.gatech.edu) with any special audio/visual requirements.

### ***Poster Preparation and Set-up***

For authors of **poster presentations**:

The area allotted to each poster is approximately 4 feet (1.2 m) wide by 6 feet (1.8 m) high. These post boards are made of fabric covered walls or composite materials suitable for mounting materials with push-pins. Push-pins will anchor your graphs, printed materials, and title information to the boards. You may bring your own pins, however a supply of push-pins will also be available at the conference.

Use information in the subsequent section to guide preparation of visual presentation materials. Your poster presentation should be readable from 5 to 6 feet away since people will stand or walk by. Important points should be highlighted and arranged in a clear sequence. Graphic elements take on increased significance in this poster format and can be used accordingly. **Do not simply reproduce your paper in large type.**

Posters will be set up in a single room adjacent to the lecture hall. You must be present at your poster set-up during the full time designated for your session; during this period you will have the opportunity to present the findings of your research to all conference attendees. The poster session venue will be available for set-up prior to the start of the morning and afternoon poster sessions. We recommend you allow sufficient time to set-up your posters prior to the start of your assigned poster session. You will also need to remove your posters following the completion of your session.

**Please carefully read the “Information for RadarCon 01 Student Paper Program Participants” section for further details regarding your presentation.** Feel free to contact Bill Melvin at (Voice) 770-528-3274 or (Email) [bill.melvin@gtri.gatech.edu](mailto:bill.melvin@gtri.gatech.edu) with any questions.

## PREPARATION OF VIEWGRAPH PRESENTATION MATERIAL

The oral sessions will be held in a meeting room capable of holding 350 people. Because the space is so large, special care must be used in preparing visual materials. Viewgraphs and slides should project an image large and clear enough to be seen by everyone in the room. Authors of poster presentations should take similar care in preparing their visual materials.

We do not have specific standards for visual materials. However, to ensure maximum understanding and appreciation of your work, we offer the following suggestions for your text, captions, and illustrations:

1. Use a mixture of uppercase and lower case letters (initial capital letters). When all capital letters (uppercase) are used, the material is more difficult to read.  
Example: UPPER CASE, lower case, Initial Capital Letters
2. A 24 point type size or larger is suggested for the comfort of the audience seated toward the back of the room. In general, if you cannot read a viewgraph or slide version in viewgraph size held at arm's length, it will be unreadable when projected.


Example: **This is 24 point type size.**

One should never use standard typewriter or PC printer script size for text information on a viewgraph or slide (see Figure 1).

3. Display a minimum amount of information, using considerable "white" (blank) space as contrast. It is suggested that information be centered in a space about 7 by 9 inches (18 by 23 cm).
4. In general, a "sans serif" type is easier to read at a distance.  
This sans serif type is called Arial.  
The serif type is called Times New Roman.
5. Drawings, charts, and illustrations should be easily viewed.

Generally, the standard line thickness is 1.0 points, with a minimum line thickness of 0.5 points. Contrast can be achieved by increasing line width to 2.0 points for emphasis

This line is 0.5 points 

This line is 1.0 points 

This line is 2.0 points 

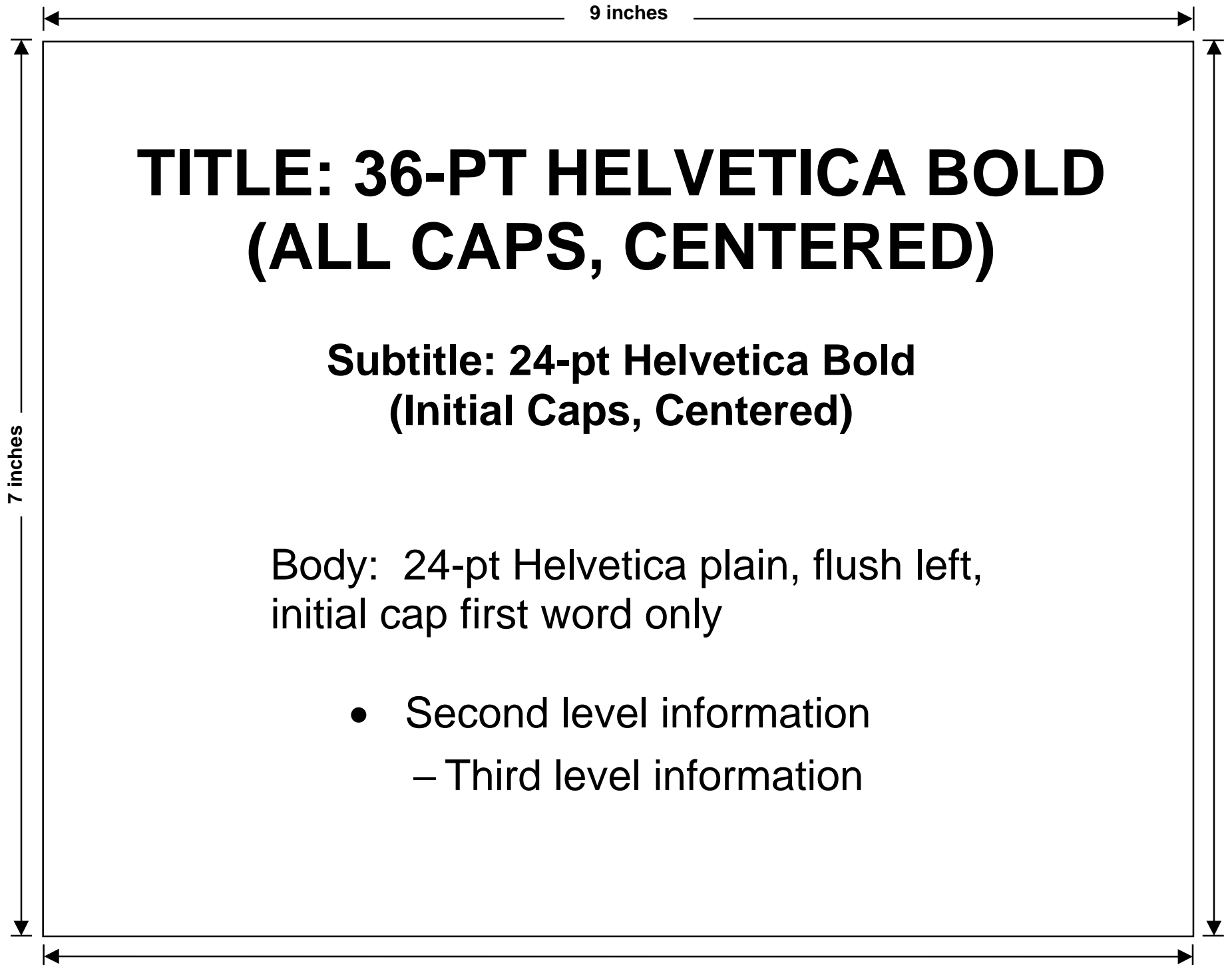


Figure 1. Example of a Readable Viewgraph or Slide Format

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## INSTRUCTIONS FOR AUTHORS

### GENERAL INSTRUCTIONS

Manuscripts are limited to a maximum of six (6) pages including figures, tables and references. Papers exceeding this limit are subject to an additional charge of \$150 for each extra page. Specific instructions for preparing a camera-ready copy of your paper are included in the following pages. Permission to publish your paper in an unclassified proceedings (US papers only) must be received with the paper, along with a completed IEEE copyright form. Where possible, please electronically transmit a PDF file of the camera-ready paper to [radar2001@seal.gtri.gatech.edu](mailto:radar2001@seal.gtri.gatech.edu).

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Georgia Tech Research Institute  
7220 Richardson Rd.  
Smyrna, GA 30080 USA

Paper No.: \_\_\_\_\_  
Title: \_\_\_\_\_  
by: \_\_\_\_\_

### Author Index Preference

The 2001 IEEE Radar Conference Proceedings will include an alphabetized author index. Some sample index entries are given below:

Davis, C. J., 113	La Fontaine, P. de, 665
Davis Jones, M., 1009	Liu, T. C., 45, 977
De La Mare, J. S. M., 29	Lopez y Garcia, 355

To help us list all names correctly in the index, please list complete last name, first initial, middle initial(s) for each author, as shown in the examples above.

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### IEEE Copyright Form

Please complete and return the attached IEEE copyright form with your paper submission. We must receive the copyright form to publish your paper.

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# Preparation of Papers in Two-Column Format for the Proceedings of the 2001 IEEE Radar Conference

Ann Burgmeyer  
IEEE Publishing  
445 Hoes Lane, P O. Box 1331  
Piscataway, New Jersey 0855-1331 USA

**Abstract**—These instructions give you basic guidelines for preparing camera-ready papers for the 2001 IEEE Radar Conference. You may use desktop publishing software with several type sizes or you may use a typewriter. Do not cite references in the abstract.

## I. INTRODUCTION

Your goal is to simulate, as closely as possible, the usual appearance of typeset papers in the Transactions. One difference is that the authors' affiliations should appear immediately following their names. For items not addressed in these instructions, please refer to a recent IEEE journal.

### A. Camera-Ready (CR) Copy

If you have desktop publishing facilities, prepare your CR paper in full-size format, on paper 21.6 cm by 27.9 cm (8 1/2 x 11 in). If you are using A4 (metric) paper, please cut the paper length to 28 cm.

1) Type sizes and typefaces: The best results will be obtained if your computer word processor has several type sizes. Try to follow the type sizes specified in Table I as best you can. As an aid to gauging type size, 1 point is about 0.35 mm. The size of a typeface in points (pts.) may be accurately estimated by measuring the distance from the top of an ascender to the bottom of a descender. In particular, the size of the lowercase letter "j" will give the point size. Use a proportional serif typeface such as Times or Dutch Roman.

2) Format: In formatting your page, set top and bottom margins to 25 mm (1 in) and left and right margins to 18 mm (0.7 in). (If you are using A4 paper, set the right margin to 12 mm.) The column width is 88 mm (3.45 in). The space between the two columns is 5 mm (0.2 in). Paragraph indentation is about 3.5 mm (0.14 in).

Left and right justify your columns. Use either tables or figures to adjust the column length. On the last page of your paper, try to adjust the lengths of the two columns so that they are the same. Use automatic hyphenation and check spelling. Either digitize or paste down your figures.

### B. Typed Papers

If you are using a typewriter, please follow the same guidelines stated in the previous section. Reduction mats will

not be used. Attach figures with paste. If you do not have italics, use underlines. Do not use a dot-matrix printer. Avoid hand lettering. If you prepare the text with a computer, rather than a typewriter, type sizes should approximate those listed in Table I.

TABLE I  
TYPE SIZES FOR CAMERA-READY PAPERS

Type size (pts.)	Appearance		
	Regular	Bold	Italics
6	Table captions, <sup>a</sup> table superscripts		
8	Section titles, <sup>a</sup> references, tables, table names, <sup>a</sup> first letters in table captions, <sup>a</sup> figure captions, footnotes, text subscripts and superscripts		
9		Abstract	
10	Authors' affiliations, main text, equations, first letters in section titles <sup>a</sup>		Subheadings
12	Authors' names		
14		Paper title	

<sup>a</sup> Uppercase.

## II. UNITS

Use either SI (MKS) or CGS as primary units. (SI units are encouraged.) English units may be used as secondary units (in parentheses). An exception is when English units are used as identifiers in trade, such as "3.5-inch disk drive."

Avoid combining SI and CGS units, such as current in amperes and magnetic field in oersteds. This often leads to confusion because equations do not balance dimensionally. If you must use mixed units, clearly state the units for each quantity that you use in an equation.

## III. HELPFUL HINTS

### A. Figures and Tables

Position figures and tables at the tops and bottoms of columns. Avoid placing them in the middle of columns. Large figures and tables may span across both columns. Figure captions should be below the figures; table captions should be above the tables. Avoid placing figures and tables

before their first mention in the text. Use the abbreviations ‘Fig. 1,’ even at the beginning of a sentence.

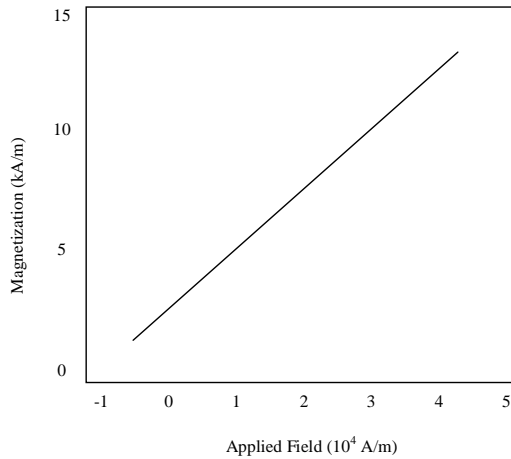


Fig. 1. Magnetization as a function of applied field. Note how the caption is centered in the column.

Figure axis labels are often a source of confusion. Try to use words rather than symbols. As an example, write the quantity “Magnetization,” or “Magnetization, M,” not just “M.” Put units in parentheses. Do not label axes only with units. In the example, write “Magnetization (A/m)” or “Magnetization ( $A \cdot m^{-1}$ ),” not just “A/m.” Do not label axes with a ratio of quantities and units. For example, write “Temperature (K),” not “Temperature/K.”

Multipliers can be especially confusing. Write “Magnetization (kA/m)” or “Magnetization ( $10^3$  A/m).” Do not write “Magnetization (A/m) x 1000” because the reader would not know whether the top axis label in Figure. 1 meant 15,000 A/m or 0.015 A/m. Figure labels should be legible, about 10 point type.

### B. References

Number citations consecutively in square brackets [1]. The sentence punctuation follows the brackets [2]. Refer simply to the reference number, as in [3]. Do not use “Ref. [3]” or “reference [3]” except at the beginning of a sentence: “Reference [3] was the first ...”

Number footnotes separately in superscripts.<sup>1</sup> Place the actual footnote at the bottom of the column in which it is cited. Do not put footnotes in the reference list. Use letters for table footnotes (see Table I). *IEEE Transactions* no longer use a journal prefix before the volume number. For example, use “*IEEE Trans. Magn.*, vol. 25,” not “vol. MAG-

<sup>1</sup> It is recommended that footnotes be avoided. Instead, try to integrate the footnote information into the text.

25.” Note that IEEE referencing style is quite different from that used by most physics journals.

Give all authors’ names; do not use “et al.” unless there are six authors or more. Papers that have not been published, even if they have been submitted for publication, should be cited as “unpublished” [4]. Papers that have been accepted for publication should be cited as “in press” [5]. Capitalize only the first work in a paper title, except for proper nouns and element symbols.

For papers published in translation journals, please give the English citation first, followed by the original foreign-language citation [6].

### C. Abbreviations and Acronyms

Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract. Abbreviations such as IEEE, SI, MKS, CGS, ac, dc, and rms do not have to be defined. Do not use abbreviations in the title unless they are unavoidable (for example, the title of this article).

### D. Equations

Number equations consecutively with equation numbers in parentheses flush with the right margin, as in (1). To make your equations more compact, you may use the solidus (/), the *exp* function, or appropriate exponents. Italicize Roman symbols for quantities and variables, but not Greek symbols. Use a long dash rather than a hyphen for a minus sign. Use parentheses to avoid ambiguities in denominators. Punctuate equations with commas or periods when they are part of a sentence, as in

$$\int_0^z F(r, \varphi) dr d\varphi = [\sigma r_z / (2\mu_0)] \int_0^\infty \exp(-\lambda |z_j - z_i|) \lambda^{-1} J_1(\lambda r_z) J_0(\lambda r_i) d\lambda. \quad (1)$$

Be sure that the symbols in your equation have been defined before the equation appears or immediately following. Use “(1),” not “Eq. (1)” or “equation (1),” except at the beginning of a sentence: “Equation (1) is ...”

### E. Other Recommendations

Do not publish “preliminary” data or results. The Roman numerals used to number the section headings are options. If you do use them, number INTRODUCTION, but not ACKNOWLEDGEMENT and REFERENCES, and begin Subheadings with letters. Use two spaces after periods (full stops). Hyphenate complex modifiers: “zero-field-cooled magnetization.” Avoid dangling participles, such as, “using (1), the potential was calculated.” Write instead, “The

potential was calculated using (1),” or “using (1), we calculated the potential.”

Use zero before decimal points: “0.25,” not “.25.” Use “cm<sup>3</sup>,” not “cc.” Do not mix complete spellings and abbreviations of units: “Wb/m<sup>2</sup>” or “webers per square meter,” not “webers/m<sup>2</sup>.” Spell units when they appear in text; “... a few henries,” not “... a few H.” If your native language is not English, try to get a native English-speaking colleague to proofread your paper. Number each page at the top, right corner: “1 of 3,” “2 of 3,” etc.

#### IV. SOME COMMON MISTAKES

The word “data” is plural, not singular. The subscript for the permeability of vacuum  $\mu_0$  is zero, not a lower case letter “o.” In American English, periods and commas are within quotation marks, like “this period.” A parenthetical statement at the end of a sentence is punctuated outside of the closing parenthesis (like this). (A parenthetical *sentence* is punctuated within the parentheses.) A graph within a graph is an “inset,” not an “insert.” The word “alternatively” is preferred to the word “alternately” (unless you really mean something that alternates). Do not use the word “essentially” to mean “approximately” or “effectively.” Be aware of the different meanings of the homophones “affect” and “effect,” “complement” and “compliment,” “discreet” and “discrete,” “principal” and “principle.” Do not confuse “imply” and “infer.” The prefix “non” is not a word; it should be joined to the word it modifies, usually without a hyphen. There is no period after the “et” in the Latin abbreviation “et al.” The abbreviation “i.e.” means “that is,” and the abbreviation “e.g.” means “for example.” An excellent style manual and source of information for science writers is [7].

#### V. PAGE NUMBERING

The publisher will provide numbering on all pages in the published proceedings. However, using a non-photographic blue pencil, be sure to mark the upper right corner of the backside of your camera-ready paper with the appropriate page number. (Mark very lightly if using a regular pencil.) This step will help avoid any confusion regarding the page ordering of your paper.

#### ACKNOWLEDGMENT

The preferred spelling of the word “acknowledgment” in America is without an “e” after the “g.” Try to avoid the stilted expression, “One of us (R. B. G.) thanks ...” Instead, try “R.B.G. thanks ...” Put sponsor acknowledgments in an unnumbered footnote on the first page if desired.

#### REFERENCES

- [1] G. Eason, B. Noble, and I. N. Sneddon, “On certain integrals of Lipschitz-Hankel type involving products of Bessel functions,” *Phil. Trans. Roy. Soc. London*, vol. A247, pp. 529-551, April 1955.
- [2] J. Clerk Maxwell, *A Treatise on Electricity and Magnetism*, 3rd ed., vol. 2. Oxford: Clarendon, 1892, pp. 68-73.
- [3] I. S. Jacobs and C. P. Bean, “Fine particles, thin films and exchange anisotropy,” in *Magnetism*, vol. III, G. T. Rado and H. Suhl, Eds. New York: Academic, 1963, pp. 271-350.
- [4] K. Elissa, “Title of paper if known,” unpublished.
- [5] R. Nicole, “Title of paper with only first word capitalized,” *J. Name Stand. Abbrev.*, in press.
- [6] Y. Yorozu, M. Hirano, K. Oka, and Y. Tagawa, “Electron spectroscopy studies on magneto-optical media and plastic substrate interface,” *IEEE Transl. J. Magn. Japan*, vol. 2, pp. 740-741, August 1987 [*Digests 9<sup>th</sup> Annual Conf. Magnetism Japan*, p. 301, 1982].
- [7] M. Young, *The Technical Writer's Handbook*. Mill Valley, CA: University Science, 1989.

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Conference registration fee includes technical sessions, two daily lunches, one conference *Proceedings* on CD-ROM, and coffee breaks.

### Advance Registration (Received by April 1, 2001):

IEEE Member*	\$420	\$ _____
Non-Member*	\$495	\$ _____
IEEE Student	\$180	\$ _____
IEEE Retired	\$180	\$ _____
IEEE Unemployed	\$180	\$ _____

### On-Site Registration (Received after April 1, 2001):

IEEE Member*	\$495	\$ _____
Non-Member*	\$570	\$ _____
IEEE Student	\$200	\$ _____
IEEE Retired	\$200	\$ _____
IEEE Unemployed	\$200	\$ _____

\* includes banquet

### Printed Conference Proceedings

_____ Member	\$ 30	\$ _____
_____ Non-Member	\$ 40	\$ _____

### Extra Banquet Tickets

Qty \_\_\_\_\_ \$ 50 \$ \_\_\_\_\_

Your Conference Cost \$ \_\_\_\_\_

IEEE MEMBERSHIP NO. \_\_\_\_\_

### CONFERENCE TUTORIALS

**Monday, April 30, 2001**

**Evening Tutorial Session**

**Time: 6:30 PM to 9:30 PM**

\_\_\_\_\_ Course 1 **Basic Radar Concepts**  
Dr. Bill Holm & Mr. Jim Scheer

**Thursday, May 3, 2001**

**Morning Tutorial Session (choose one)**

**Time: 8:00 AM to 12:00 Noon**

\_\_\_\_\_ Course 2 **Introduction to SAR: A Signal Processing Viewpoint**  
Dr. Dave Munson, Jr.

\_\_\_\_\_ Course 3 **Multitarget Tracking and Multisensor Fusion \*\***  
Dr. Yaakov Bar-Shalom

\_\_\_\_\_ Course 4 **Radar Cross Section**  
Dr. John Shaeffer

\_\_\_\_\_ Course 5 **Adaptive Array Processing and STAP Theory, Applications, and Advanced Techniques**  
Dr. Joe Guerci

\*\* Book Required for Course 3

*Multitarget-Multisensor Tracking: Principles & Techniques*  
Y. Bar-Shalom and X.R. Li

### Afternoon Tutorial Session (choose one)

**Time: 1:00 PM to 5:00 PM**

\_\_\_\_\_ Course 6 **Pulse Compression in Radar Systems**  
Dr. Marvin Cohen

\_\_\_\_\_ Course 7 **Automatic Target Recognition Using SAR**  
Dr. Les Novak

\_\_\_\_\_ Course 8 **Understanding the Fundamentals, Merits, Complexities, and Applications of Bistatic Radar**  
Mr. Bob Ogrodnik

\_\_\_\_\_ Course 9 **Space-Based Imaging Radar (with Application to GMTI)**  
Dr. Chuck Livingstone

### Conference Tutorial Registration Fees

Registration for only the tutorial courses is permitted, but conference registrants have priority. Registration received by April 1, 2001 will qualify as advanced registrations.

Member Status	Before 4/1/01	After 4/1/01
IEEE Member	\$125	\$140
Non-Member	\$145	\$160
IEEE Student	\$ 40	\$ 50
IEEE Retired	\$ 40	\$ 50
IEEE Unemployed	\$ 40	\$ 50

### Calculating Cost

No. of Courses \_\_\_\_\_ x Fee \$ \_\_\_\_\_ = \$ \_\_\_\_\_ (1)

Book Fee (Course 3 Only) \$ 75 \$ \_\_\_\_\_ (2)

*Multitarget-Multisensor Tracking: Principles & Techniques*  
Y. Bar-Shalom and X.R. Li

**Total Course Costs** (sum of lines 1 & 2) \$ \_\_\_\_\_

We accept checks made payable to Georgia Tech; or charges to VISA, MasterCard, American Express, or Discover cards. Remittance must be made in US dollars, drawn on a US bank. Students must present a valid student ID at registration. FAX (404) 894-8925, Phone (404) 385-3501, E-mail us at [register@conted.swann.gatech.edu](mailto:register@conted.swann.gatech.edu), or Mail the registration form to:

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Check here if you **DO NOT** want your name included in future radar conference mailings

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## INFORMATION FOR RADARCON 01 STUDENT PAPER PROGRAM PARTICIPANTS

Congratulations on the acceptance of your paper into the IEEE 2001 Radar Conference Student Paper Program. Following is additional information needed to prepare for your participation and to obtain reimbursement for travel expenses. If you have additional questions not answered here, please contact the General Chair of the conference, Mark Richards, by electronic mail at [mark.richards@gtri.gatech.edu](mailto:mark.richards@gtri.gatech.edu).

### **Qualification**

A student paper is any paper for which the principal author and primary contributor is an active full-time student at an accredited college, university, or technical institute. IEEE membership is not required. While the student should be the primary contributor to the paper, co-authors are permitted and need not be students. If there has been a misunderstanding and your paper does not meet these conditions, please contact Mark Richards at the e-mail address above.

### **Presentation**

All Student Papers will be presented in a special poster session devoted to student contributions on the morning of Wednesday, May 2, 2000. The author of each student paper must prepare a poster presentation in accordance with the guidelines for poster papers included elsewhere in your Author's Kit. The student author is required to present the poster at the poster session.

A panel of judges will review all of the student papers during the session and select one as the Outstanding Student Paper. The author of that paper will then present the paper orally to all attendees during the conference luncheon the same day. *This means that all student paper program participants must also attend the luncheon and be prepared to present their paper orally on short notice.* Please prepare a presentation, not to exceed 15 minutes in length, using either viewgraphs (transparencies) or electronic (laptop projector) format. If you choose electronic format, the presentation must be in either Microsoft PowerPoint or Adobe Portable Document Format (pdf), and must be provided to the session chair on a 3.5" floppy disk or an Iomega ZIP disk prior to the student paper poster session.

The student author of the winning paper will receive a certificate and a prize of \$100, to be presented at the luncheon.

### **Fee Waivers and Travel Expense Reimbursements**

Each student paper program participant will receive a waiver of the conference registration fee. Thus, registration, one banquet ticket, and one copy of the CD-ROM *Proceedings* will be free of charge. In addition, the student will receive a waiver of the base cost of \$125 for one tutorial.

(Note that some tutorials cost more than \$125 due to the inclusion of textbooks in the tutorial fee. The conference will waive only the base cost; any excess cost of the selected tutorial over \$125 is the responsibility of the student.) The registration and tutorial fee waivers may be used only for registration fees and tutorial attendance, respectively. The registration and tutorial waivers are available only to the principal student author of papers accepted into the Student Paper Program; co-authors attending the conference must pay normal registration and tutorial fees.

Each student paper program participant will also receive reimbursement of student travel. Reimbursement will be made in accordance with the following procedures:

- Expenses will be reimbursed only for the principal student author of papers accepted into the Student Paper Program. Expenses of co-authors or other accompanying persons will not be reimbursed.
- The student must submit *original* receipts for travel expenses to be reimbursed to the conference Finance Chairman, Mr. Joe Bruder. Receipts can be presented at the conference, or mailed after the conference to the following address:

Mr. Joseph A. Bruder  
Georgia Tech Research Institute  
7220 Richardson Road  
Smyrna, Georgia 30080  
USA

All receipts must be received by June 15, 2001 to be considered for reimbursement.

- Expenses eligible for reimbursement include airfare, hotel accommodations, ground transportation (rental cars, gasoline, taxi fare, bus and subway fare, tolls, airport shuttle service, *etc.*), meals, and other reasonable and customary expenses. Original receipts are required in all cases. In general, only “economy class” or equivalent expenses will be considered as eligible for reimbursement. For example, business or first class airfare, full-size or luxury rental cars, or excessive meal expenses will *not* be reimbursed. Note that the cost of lodging at the conference hotel *will* be considered an eligible expense. **Air fare reimbursement is permitted *only* for flights on U.S. flag carriers, unless no U.S. carrier flight is not available.**
- For the purpose of computing the amount to be reimbursed, expenses incurred in a currency other than U.S. dollars (\$) will be converted to U.S. dollars using exchange rates in effect at the date of each expense, as determined using the online currency converter at <http://www.oanda.com/convert/classic> or equivalent.
- Reimbursement will be by check payable in U.S. dollars (\$). Conversion to other currencies is the responsibility of the recipient. If receipts are presented at the conference, every effort will be made to approve and provide reimbursement before the close of the conference. If receipts are submitted after the conference, please be sure to indicate the address to which reimbursement should be mailed.

**STUDENT PAPER PROGRAM REGISTRATION FEE WAIVER FORM**

***The principal author of each paper accepted into the Student Paper Program should complete this form and return it with the conference registration form to obtain a waiver of the registration fee, the base fee for one tutorial, and the cost of one banquet ticket. This form may only be used by the principal author of the student paper; all co-authors, including student co-authors, who wish to attend the conference must register using normal procedures and pay the applicable fees.***

Principal Author's Name: \_\_\_\_\_

Author's Affiliation: \_\_\_\_\_

Title of Paper: \_\_\_\_\_

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Signature of Principal Author: \_\_\_\_\_

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