

IEEE Transactions on Systems, Man, and Cybernetics, Part C

INSTRUCTIONS ON FINAL FILES SUBMISSIONS

1. Electronic Publishing

The final version of your manuscript must comply with IEEE Periodicals requirements for text and graphics processing. Please submit all final files through the "AWAITING FINAL FILES" queue in your Author Center in the Manuscript Central at: <http://mc.manuscriptcentral.com/smcc-ieee> following the steps below.

Please make sure your final package is correct and complete upon submission. Be sure to upload all files in a single session; once the final files are submitted, you will not be able to make any changes through Manuscript Central until you have received page proofs from the IEEE.

For important information on preparing final manuscript materials visit the Tools for Authors web site at: http://www.ieee.org/publications_standards/publications/authors/authors_journals.html

*** Please do not send ANY items via email, regular mail, or fax, as they will not be processed if you do ****

During the final submission process, please make sure all data in steps 2,3 and 4 is correct and complete. When this is confirmed, please upload:

1. A Latex, or Microsoft Word application file. This should include keywords/ index terms, and bios and photos if you are including them. Failure to submit a source file may result in publishing delays.
2. A pdf of your entire manuscript. A pdf is NOT sufficient for publication. Please make sure to submit the source file detailed in step 1.
3. If your figures are not embedded in the source file of your manuscript, you will also need to upload separate figure files. The acceptable formats are Word, eps, ps, tiff, ppt and excel. We do NOT accept png or jpeg files for figures. Pls. include a separate list of captions for illustrations and tables.
4. Biosketches and photos of all authors. Biosketches should be uploaded at the same time as the other final files. These can be included at the end of your Microsoft Word or Latex source file, or submitted as a separate upload. For author photos jpeg files are accepted.
5. A completed copy of the FINAL MANUSCRIPT CHECKLIST must accompany final materials as a supplemental file during the upload process. This form is located in the section "Information for authors of accepted papers" on the IEEE SMC-C website at <http://www.ieeesmc.org/publications/> .

Please make sure that all files have unique file names in order for them to export successfully to IEEE.

TeX/LaTeX files:

In order for to upload the TeX/LaTeX files properly follow the next instructions on creating a LaTeX file:

1. The main body of the TeX/LaTeX document (i.e., a file ending with .tex) should be designated as a Main Document. All files referenced by a main TeX/LaTeX document should be designated as a TeX/LaTeX Suppl File (including other ".tex" files).
2. When uploading a TeX/LaTeX main document, the system will analyze the file to determine what additional resource files (such as image files and bibliographic files) are necessary to complete the document. The system will not allow you to submit your manuscript until you have completed your TeX/LaTeX document upload, including all necessary resource files. The system will also not allow you

submit your manuscript if you designate a file as a TeX/LaTeX Suppl File and it is not referenced by any TeX/LaTeX files uploaded to the system.

3. When you view the HTML proof of your manuscript, the link to your TeX/LaTeX document will open the PDF proof. This is necessary to ensure all formulas and other special formatting are rendered correctly.
4. Files uploaded as TeX/LaTeX Suppl Files will not be viewable as individual files in the HTML proof and will not be rendered independently of the entire TeX/LaTeX document. Therefore, images and other content will show up in the PDF proof at the location specified in your TeX/LaTeX document. In addition, captions for images displayed within a TeX/LaTeX proof must be created in the TeX/LaTeX document, since image proofs cannot be created separately.
5. Images embedded within Tex or LaTeX files should be EPS images only uploaded as the TeX/LaTeX supplementary files. If you need to include other images, such as PDF, JPEG, GIF or TIFs, you must remove references to them from your main document, then upload them with the file designation Figure or Image.

2. Excess Page Charges

IMPORTANT: Be sure that you understand the rules governing OVERLENGTH PAGE CHARGES discussed in the Instructions for Authors or on the Transactions website. A **mandatory overlength page charge of \$175** is required for each page in excess of **10 pages for a regular paper, 6 pages for technical correspondences and 16 pages for a review paper**. Your final article page count will be confirmed when you receive your IEEE proof copy. Detailed instructions on payment of these charges will accompany the page proof.

By submitting your final files through Manuscript Central you are agreeing to any applicable overlength charges your paper may incur. If you have any questions about these charges, please contact the journal administrator prior to submitting your files.

3. Useful IEEE Publishing Tools

Tools for Authors:

http://www.ieee.org/publications_standards/publications/authors/authors_journals.html

Information on Multimedia Materials:

http://www.ieee.org/publications_standards/publications/authors/authors_journals.html

IEEE Transactions on SMC - Part C: Information and forms for accepted papers:

<http://www.ieeesmc.org/publications/acceptedauthorinfoC.htm>