

**MANUSCRIPT INSTRUCTIONS**  
**12<sup>TH</sup> CONFERENCE ON ATMOSPHERIC RADIATION**  
10-14 JULY 2006 MONONA TERRACE MADISON, WISCONSIN

---

**DEADLINE FOR SUBMISSION: 15 MAY 2006**

A preprint CD-ROM for the 12<sup>th</sup> Conference on Atmospheric Radiation will be produced and distributed in Madison, Wisconsin, 10-14 July 2006. Please note that all extended manuscripts for the conference will be published on the 12<sup>th</sup> Conference on Atmospheric Radiation/12<sup>th</sup> Conference on Cloud Physics CD-ROM.

We encourage all presenters to submit a manuscript since time for presentations is limited. The preprint CD-ROM provides an excellent opportunity to include more detailed information, color figures, figures, and graphs that may require more time for study than is available at the meeting. Authors that submit their extended manuscripts via the web will be able to record their presentations at the conference. The recordings will be available on the AMS Web site after the conference. This feature is only available for authors who submit an extended manuscript.

**Submitting Your Manuscript:** All manuscripts must be submitted electronically on-line as a PDF file. Please refer to page 2 of this document for detailed instructions to help you prepare your manuscript, which should be no more than 3MB in size. The deadline for uploading manuscript pdf file on line is **15 May 2006**. It is very important that you adhere to our deadlines. If you cannot submit your manuscript pdf by this date, please contact the Meetings Department immediately via e-mail: [zjiemnik@ametsoc.org](mailto:zjiemnik@ametsoc.org) or by telephone (617) 227-2426, ext. 202. The success of the Preprint-CD is dependent upon your cooperation in preparing and uploading your manuscript pdf file in a timely fashion.

If you have any changes to make to your short abstract text, title, or author information, please do so when submitting your manuscript. If changes are not made, the correct information will not be reflected in the program on-line or distributed on-site.

**Uploading Your Manuscript:** Your manuscript must be submitted on-line. To do so, please go to the AMS web site at [www.ametsoc.org](http://www.ametsoc.org) and click on "Meetings" in the red bar across the top of the page. This will bring you to the Meetings page, where you can select the link for the "Authors' Resource Center (ARC)". From there, click on "Presenting at AMS Meeting". Finally, click on "Extended abstract/manuscript submissions on-line". You will be asked for your abstract id and password, which you already received when submitting your initial abstract on-line.

Your full manuscript will be available on the AMS Web site containing the meeting program in addition to the short abstract that is currently available. Further, you are given the option of uploading your presentation and including a URL to an external Web site so that supplemental materials, such as a more complete manuscript, color figures, animations, etc., can be linked to the preprint manuscript.

An electronic Preprint-CD Form is provided when you submit your pdf file. Our on-line payment screen is a secure server. If paying by purchase order, please note your PO number on-line or that a purchase order will follow. A hard copy of your purchase order must be sent by mail, with a copy of the Preprint-CD Charge Form (see page 3).

**Uploading Your Presentation:** In an attempt to expand the audience for presentations and to provide a more complete and permanent record of the author's remarks, the AMS would like to record the voice of authors and their slides as presentations are being made for those authors that grant us permission. To facilitate the recordings, and to make things easier for everyone at the meeting, we ask that you load your presentation well before the start of your session if you have to load it on-site. *Instructions on how to upload your presentation will be sent to authors closer to the meeting date.* Please note, this feature is only available for authors who submit an extended manuscript.

The general and hotel information, and registration form will also be available at this site. Thank you for your participation in this conference. We look forward to seeing you in Madison.

**PLEASE REFER TO THE FOLLOWING INSTRUCTIONS  
FOR COMPLETE INFORMATION ON FORMATTING YOUR MANUSCRIPT**

## EXAMPLE OF LAYOUT AND FORMATTING INSTRUCTIONS

10.2

### DOPPLER RADAR VELOCITIES

Andrew A. Andrews \*  
University of Missouri, Columbia, Missouri

#### 1. INTRODUCTION

To assist you in preparing your manuscript for publication, please adhere to the following instructions.

#### 2. MANUSCRIPT DEADLINE & SUBMISSION

Manuscripts must be posted via the AMS website by **28 February 2006**

##### 2.1 Preprint-CD Submission Charges

Your file should be no larger than **3MB in size**.  
The Preprint-CD charge is \$130.

#### 3. PAGE LAYOUT & TEXT FONT

Manuscripts must be formatted with 1" margins on all sides. Please use 9 or 10 point Helvetica, Arial, or similar font for the text.

Place the text in newspaper style columns with a ¼" space between columns, as shown on this page. If necessary, figures, photos, or charts may span the two columns adhering to the 1" outside margins.

#### 4. MANUSCRIPT FORMATTING

The International System of Units (SI units) used in all AMS journals should be used in AMS conference preprint volumes.

##### 4.1 Paper Number

If you are presenting a poster, a "P" will precede your paper number and if you are presenting in a joint session a "J" will precede your paper number (the "P" and the "J" are a part of your paper number, please be sure they appear on your manuscript).

Your **boldfaced** paper number should be typed at the 1¼" margin in the upper lefthand corner of your manuscript (as shown on this page, i.e. **10.2**).

##### 4.2 Titles, Headings & Footnotes

The title of the paper should be centered and typed in CAPITAL LETTERS on the first line of the first page of your manuscript. Type the name of all author(s) in initial caps and center on the page two lines below the title. Type authors' business or school affiliation, city, and state and center on the line below the name in initial caps.

Major headings are Arabic-numbered and in CAPITAL LETTERS (as shown in these instructions).

Footnotes should be indicated in the text with an asterisk (\*).

##### 4.3 Author's Corresponding Address

Please type, within the 1" margin, the corresponding author's address in the lower left corner of your first page (see lower left corner of this page).

##### 4.4 References

List all bibliographical references at the end of the paper in alphabetical order by first author. When referring to them in the text, type the corresponding author surname followed by the year of publication; e.g., Smith (1984). Use referencing style from any one of the AMS journals (see sample below).

Battan, L. J., 1971: Radar attenuation by wet ice spheres. *J. Appl. Meteor.*, **10**, 247–252.

##### 4.5 Equation Numbers

Enclose these Arabic (and sequential) numbers in parentheses and place flush with right-hand margin of column.

#### 5. ILLUSTRATIONS AND TABLES

Presentations at the conference do not usually allow enough time for in-depth explanation, therefore, it is important to include your most complex graphs, diagrams, illustrations, or tables in your manuscript.

Figures and tables should have full captions typed below the figure.

Company logos and identification numbers are not permitted on your illustrations.

---

\* *Corresponding author address:* Andrew A. Andrews, Univ. of Missouri, Dept. of Meteorology, Columbia, MO 65211-1234; e-mail: [aandrews@met.edu](mailto:aandrews@met.edu).

