EXTENDED ABSTRACT INSTRUCTIONS

All submitted extended abstracts for all AMS conferences will be made available to all online via the AMS webpage. **NO hard copies will be produced for this meeting.** We encourage all presenters to submit an extended abstract since time for presentations is limited. Posting your extended abstract online is 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. The recordings, if presenter gave permission to record, will be available on the AMS website after all conferences.

Submitting Your Extended abstract: All extended abstracts must be submitted online as a PDF file. Please refer to page 2 of this document for detailed instructions to help you prepare your extended abstract, which should be no more than 10MB in size. The deadline for edits to the abstract title or authors for the changes to be reflected in the final printed program is different for each conference. Please check under "Important Dates" on the webpage for each conference to determine the edits deadline and the deadline to upload extended abstracts.

Uploading Your Extended abstract: Your extended abstract must be submitted online. To do so, please go to the AMS website at https://ams.confex.com/ams/extra.cgi. You will be asked for your abstract id and password, which you received in an email when submitting your initial abstract online.

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

There is no fee to submit your extended abstract and/or presentation.

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 onsite. *Instructions on how to upload your presentation are sent to authors close to the meeting date.* Those who wish to upload their presentation before the meeting may do so before the deadline to upload presentations for the meeting the presentation is scheduled for. Otherwise, authors may upload their presentation onsite.

Important Dates for each meeting is listed on the webpage for each conference

Some important dates to look for are:

- Edits to Abstract Title or Authors Deadline
- Presentation Upload Deadline (before meeting)
- Extended Abstract Deadline

PLEASE REFER TO THE FOLLOWING INSTRUCTIONS FOR COMPLETE INFORMATION ON FORMATTING YOUR EXTENDED ABSTRACT

Tips for Formatting Your Extended abstract

1a. WHAT IS YOUR PAPER NUMBER? — AMS will inform you when the preliminary program is posted on the AMS home page. At that time, please search your name in the program to find your paper number (which is different from the abstract log number you received when submitting your abstract).

Example: 7.2
7= Session number
2= paper number
7.2 = YOUR PAPER NUMBER

- If you are presenting a poster, it is the 1, 2 or 3 digit number (2, 72, or 720 are examples)
- If you are presenting in a joint session a “J” will precede your number (J7.2).
- If you are presenting in a parallel session an “A” or a “B” will be part of your session number (7B.2).
- If you are presenting in a themed joint session a “TJ” will precede your number (TJ7.2).

1b. PLACEMENT OF PAPER NUMBER

- Type your **boldface** paper number at 1"/1" margin in the UPPER LEFTHAND CORNER of the first page of your extended abstract

2. BASIC FORMATTING TIPS:

- MARGINS: 1" all around (8/12 x 11); 1 3/4" bottom (A4 paper)
- COLUMNS: 2 columns with 1/4" space in between
- TEXT: Helvetica or Arial, 9 point (or similar font to this page)

3. TITLE

- Type at 1" top margin in center of first page, all CAPS

4. THERE IS NO LATEX FILE AVAILABLE.

See Below for Further Information

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 extended abstract for publication, please adhere to the following instructions.

2. EXTENDED ABSTRACT DEADLINE & SUBMISSION

Extended abstracts must be posted via the AMS website extended abstract submission deadline for the conference.

2.1 FILE SIZE

Your file should be no larger than **10MB in size**.

3. PAGE LAYOUT & TEXT FONT

Extended abstracts 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. EXTENDED ABSTRACT FORMATTING

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

4.1 *Paper Number*

If you are presenting a poster, your paper number will be 1, 2 or 3 digit number. If you are presenting in a joint session a "J" will precede your paper number. If you are presenting in a themed joint session a "TJ" will precede your paper number (the "J" and "TJ" are a part of your paper number, please be sure they appear on your extended abstract).

Your **boldfaced** paper number should be typed at the 1"/1" margin in the upper left hand corner of your extended abstract (as shown on this page, i.e. **10.2**).

* *Corresponding author address:* Andrew A. Andrews, Univ. of Missouri, Dept. of Meteorology, Columbia, MO 65211-1234; e-mail: aandrews@met.edu.com.

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 extended abstract. 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 extended abstract.

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

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