

# Sample manuscript for *Review of Scientific Instruments*

A. Author,<sup>1,2,a,c)</sup> B. Author,<sup>2,b)</sup> and C. Author<sup>3,c)</sup>

<sup>1</sup>*Department, University, City, Postal code, Country*

<sup>2</sup>*Corporation or Laboratory, Street address, Postal code, City, Country*

<sup>3</sup>*Department, University, City, State (spell out full name). Zip code, USA*

This is an abstract. It gives the reader an overview of the manuscript. In this sample article we provide instructions on how to prepare and submit your paper to *Review of Scientific Instruments*, a journal published by the American Institute of Physics (AIP). Authors must follow the instructions given in this document. The AIP staff appreciates your effort to follow our style when preparing your manuscript.

## I. THE MANUSCRIPT

Use this “sample manuscript” as a guide for preparing your article. This will ensure that your submission will be in the required format for Peer Review. Please read all of the following manuscript preparation instructions carefully and in their entirety. The manuscript must be in good scientific American English; this is the author's responsibility. All files MUST be submitted through our online electronic submission system at <http://rsi.peerx-press.org>.

### A. Manuscript preparation

Articles must be prepared as either a Microsoft Word .doc/.docx file or a REVTeX/LaTeX file. The entire manuscript, should be set up for 21.6 × 28 cm (8-1/2 × 11 in. or A4) pages with 2.54 cm (1 in.) margins all the way around. The font and the point size will be reset according to the journal's specifications, but authors most commonly use the Times Roman font and point size 12. The manuscript must begin with a title, names of all authors and their affiliations, and an abstract, followed by the body of the paper, tables and figures, if any, included, and the reference section. Consecutively number all tables (I, II, III, etc.) and figures (1, 2, 3, etc), including those in an Appendix. Figures must be embedded in the text. Figure captions must be included in the manuscript. Number all pages consecutively, beginning with 1.

---

<sup>a)</sup> This is an example of a footnote to an author's name: Author to whom correspondence should be addressed. Electronic mail: [author@somewhere.org](mailto:author@somewhere.org).

<sup>b)</sup> This research was performed while B. Author was at Anywhere National Laboratory, City, State, Postal code, Country.

<sup>c)</sup> A. Author and C. Author contributed equally to this work.

## **B. Manuscript submission**

All files MUST be submitted through the online system <http://rsi.peerx-press.org>. Each version of the manuscript (the original and subsequent revisions) should be submitted with its own complete set of files: (i) (Optional) A cover letter that indicates the title, authors, and contact information; a brief description of the novelty of your manuscript is also encouraged, along with reviewers to exclude (if any) and the reasons why they should be excluded. Recommendations for reviewers to include and exclude should be inputted separately within the manuscript submission system. (ii) A complete article file (see Sec. I A). (iii) A separate figure file for each figure (see Sec. X). When uploading a revised manuscript, also include a response/rebuttal letter (indicating the changes made to address the Editor's and Reviewers' comments). In addition, a highlighted version of the revised paper is welcome that indicates the revisions. Please upload this as a "supplemental material - to aid reviewer" file.

## **II. MANUSCRIPT LENGTH**

Length restrictions, if any, are journal specific. Please check the Information for Contributors at the journal's homepage ([http://rsi.aip.org/authors/information\\_for\\_contributors#estimates](http://rsi.aip.org/authors/information_for_contributors#estimates)) to find out rough and refined estimates of finished length requirements for Notes.

## **III. TITLE**

Make the title as concise as possible but informative enough to facilitate information retrieval. Only the most common acronyms and abbreviations are allowed in the title. Use acronyms with considerable moderation and always define at first use.

## **IV. ABSTRACT**

Limit the abstract to fewer than 500 words. It must be self-contained (contain no footnotes or citations to references), adequate as an index (giving all subjects, major and minor, about which new information is given), and a concise summary (giving the conclusions and all results of general interest in the article). The abstract must be one paragraph and should not contain displayed mathematical equations or tabular material.

## **V. AUTHORS' NAMES AND ADDRESSES**

Authors' names should preferably be written in a standard form for all publications to facilitate indexing and to avoid ambiguities. Include the names and postal addresses of all institutions, followed by city, state, zip code, and USA if in the United States or by postal code, city, and country if not in the U.S. Please provide complete address(es). See the byline of this sample article for examples.

Authors with Chinese, Japanese, or Korean names may choose to have their names published in their own languages alongside the English versions of their names in the author list of their publications. For Chinese, authors may use either Simplified or Traditional characters. Chinese, Japanese, or Korean characters must be included within the author list of the manuscript when submitting or resubmitting. The manuscript must be prepared using Microsoft Word or using the CJK LaTeX package. Specific guidelines for each authoring tool are given at [http://www.aip.org/pubservs/cjk\\_instructions.html](http://www.aip.org/pubservs/cjk_instructions.html).

## VI. FOOTNOTES

Footnotes are generally unacceptable in AIP journals, with the exception of footnotes to the title or authors. Footnotes can be run into the text or included in the reference section. Use a), b), c), etc., for footnotes to the title or authors. The following list shows some examples:

- a) Author to whom correspondence should be addressed. Electronic mail: author@somewhere.org.
- b) This research was performed while C. Author was at Anywhere National Laboratory, City, State, Postal code, Country.
- c) A. Author and B. Author contributed equally to this work.

## VII. HEADINGS

Headings are mandatory in regular articles. In other types of papers, though, such as Notes, headings are not permitted. Maintain a consistent heading style within the article. Numbered section headings are preferred in all AIP journals. Following is a list that shows the four different levels and style for each heading:

### I. PRINCIPLE HEADING

#### A. First subheading

##### 1. *Second subheading*

##### a. *Third subheading*

## VIII. EQUATIONS

Equations should be punctuated and aligned to bring out their structure, and numbered on the right. Mathematical operation signs indicating continuity of the expression should be placed at the left of the second and succeeding lines. Use ( $\times$ ) rather than a centered dot for multiplication, except for scalar products of vectors. Use a solidus (/) instead of built-up fractions in running text, and in display wherever clarity would not be jeopardized. Use “exp” for complicated exponents.

$$I_D \theta = \frac{a}{2} + \sum_{n=1}^2 \cos 2n\theta + \sin 2n\theta . \quad (1)$$

$$B_i = \begin{pmatrix} 1 & 2 & \dots & N \\ B_i 1 & B_i 2 & \dots & B_i N \end{pmatrix}, \quad (2)$$

$$\begin{aligned} \langle \Phi_1 | \hat{H} | \Phi_2 \rangle &= \langle \Phi_1 | \hat{V}_{IJ} | \Phi_2 \rangle \\ &= \int d\mathbf{r}_1 \int d\mathbf{r}_2 \frac{\rho_J^{eg}(\mathbf{r}_1) \rho_I^{eg}(\mathbf{r}_2)}{r_{12}} \equiv V_{\text{Coul}} \end{aligned} \quad (3)$$

$$c \llbracket \equiv \exp\left(\frac{-E_d}{k_B T}\right). \quad (4)$$

If use of Word 2007 is unavoidable, back-save from the “.docx” to the “.doc” format. However, please note that you must use MathType or the Microsoft® Equation Editor 3.0. Use of Microsoft® Math Editor is not recommended.

### Equation numbering

Equations are numbered consecutively through the entire paper as simply (1), (2), (3)... In appendices, the numbering starts over as (A1), (A2), (A3). If there is more than one appendix, use (A1), (A2), etc. for equations in Appendix A; (B1), (B2), etc., for equations in Appendix B.

When a numbered equation has more than one part and that (those) part(s) consecutively follow, then they are indicated as follows:

- (21)
- (22a)
- (22b)
- (22c)

If, however, they do not follow consecutively, primes are used:

- (21)
- (22a)
- (22b)
- (21')
- (21'')

## IX. ACRONYMS AND NOTATION

Acronyms, except for the most common (such as 2D, rms, or ac) must be spelled out when they first appear both in the abstract and again in the text. Spell out machine names, except for those not considered acronyms (such as ITER or DIII-D). Try to avoid the excessive use of acronyms or specialized jargon.

Notation must be legible, clear, compact, and consistent with standard usage. Choose commonly used symbols from your discipline. All unusual symbols whose identity may not be obvious must be identified the first time they appear, and at all subsequent times when confusion might arise. Superscripts are normally set directly over subscripts; authors should note where readability or the meaning requires a special order.

## X. FIGURES

Cite figures in text in numerical order of publication-ready illustrations. It is vital that you prepare your illustrations so that they are legible when reduced. Figures 1–6 show examples of various types of production-ready illustrations: color, line art, halftone, and combination (line art and halftone). Table I gives (a) general guidelines for preparing your illustrations and (b) guidelines for the preparation of electronic files.

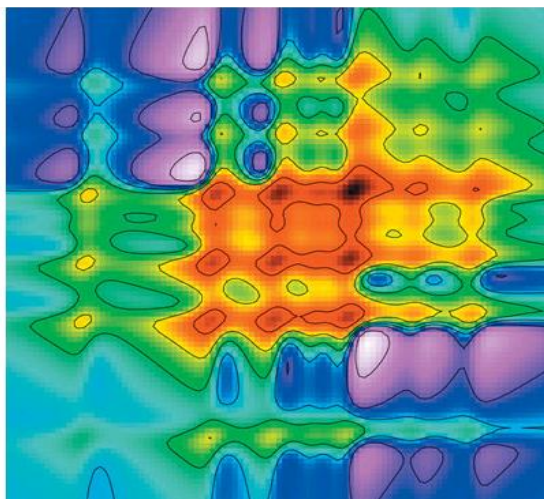


FIG. 1. This figure will appear in color in print and online. Figures should be created at 300 dpi and submitted at 300 dpi for the best presentation. Choose CMYK (cyan, magenta, yellow, black) for any figure that will appear in color in the print version.

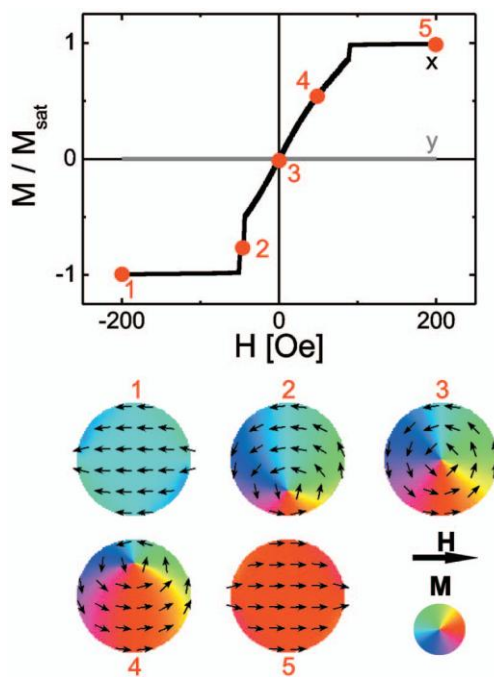


FIG. 2. This figure will appear in color only in the online version only, not in the printed version. Figures should be created at 300 dpi and submitted at 300 dpi for the best presentation. Choose RGB (red, green, blue) for any figure that will appear in color only online.

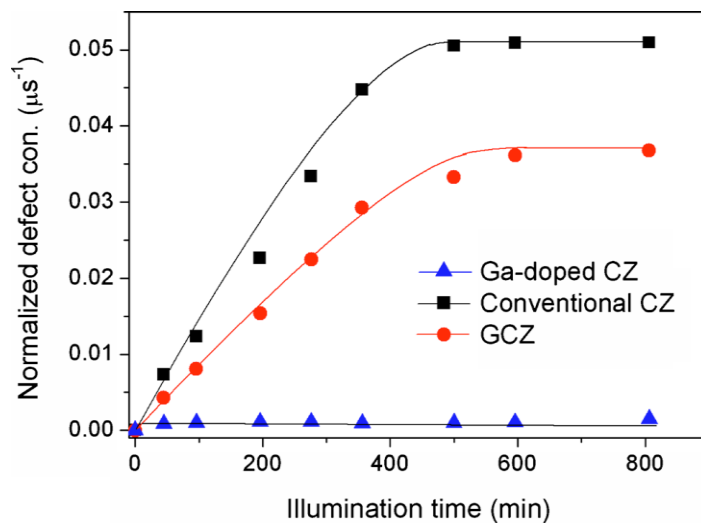


FIG. 3. This is a good example of information that is presented clearly. In the printed journal if this figure appears in black and white, the reader will be able to discern the “blue” triangles, the “red” circles, and the closed “black” squares. A description as well as the color is needed. If the caption simply discusses “the red and blue symbols,” the reader of the print version would not understand because he/she would be seeing the figure without the color.

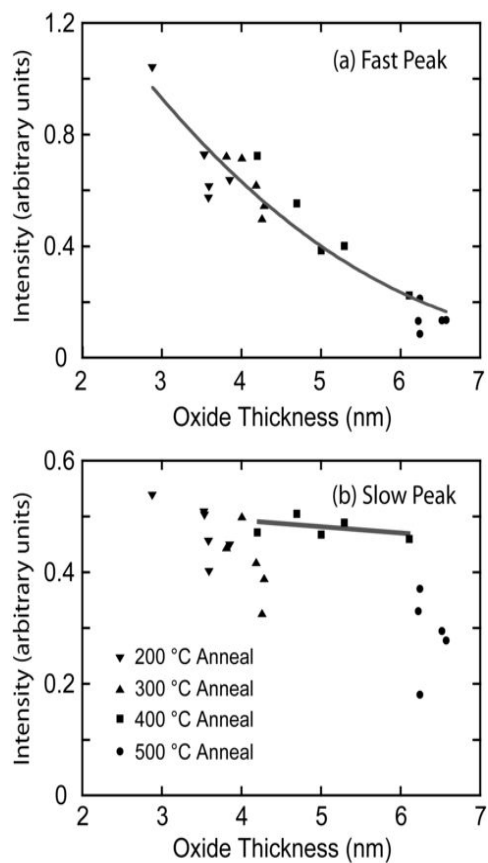


FIG. 4. This is an example of line art. Figures should be created at 600 dpi and submitted at 600 dpi for the best presentation. Save line art as black/white bitmap, not grayscale.

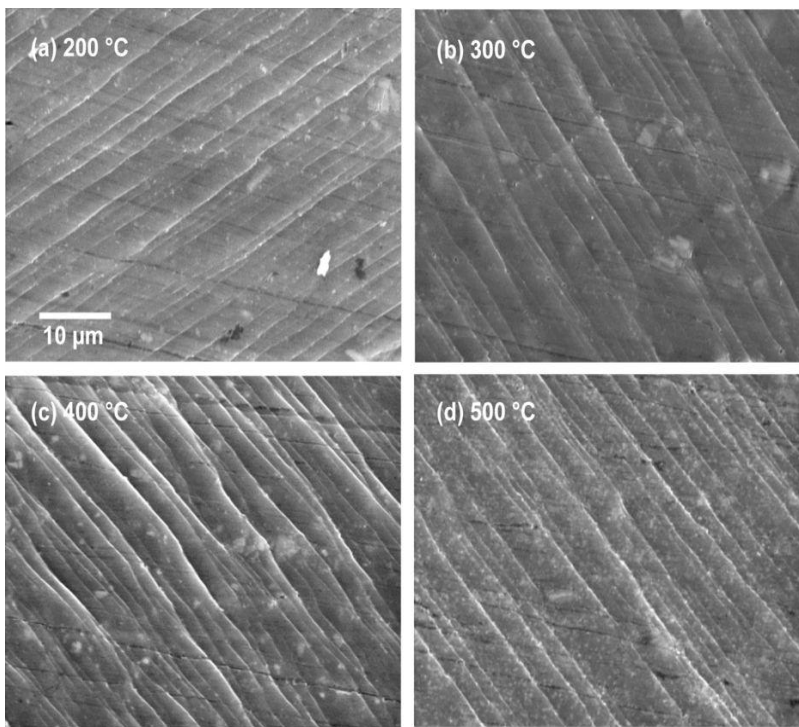


FIG. 5. This is an example of a halftone. Figures should be created at 300 dpi and submitted at 300 dpi for the best presentation.

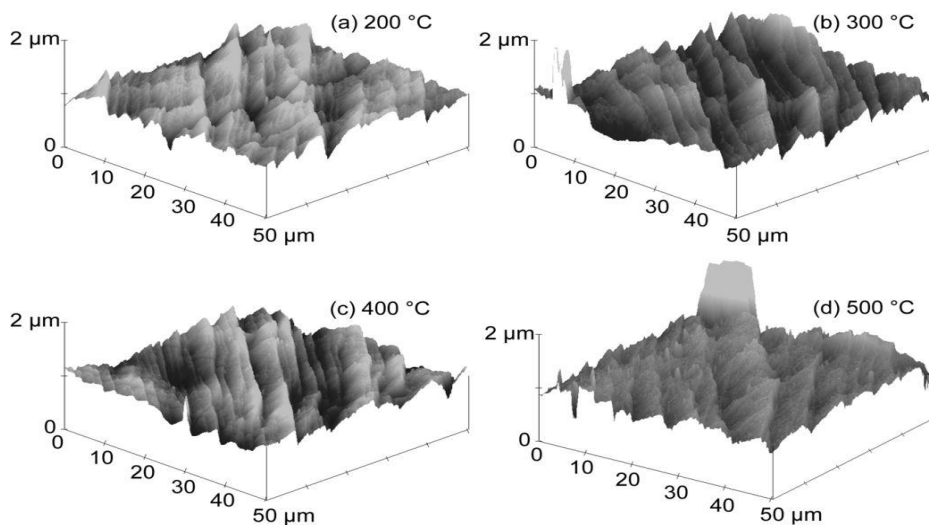


FIG. 6. This is an example of a combination figure (line art and halftone). Figures should be created at 600 dpi and submitted at 600 dpi for the best presentation.



TABLE I. This table provides instructions on how to prepare figures.

---

---

### (a) General guidelines for preparing illustrations

---

- Number figures in the order in which they appear in the text.
- Label all figure parts with (a), (b), etc. Each figure file should contain all parts of the figure. For example, if Fig.1 contains three parts [(a), (b), and (c)], then all parts should be combined in a single file for Fig. 1.
- Avoid any large disparity in size of lettering and labels used within one illustration.
- Prepare illustrations in the final published size, not oversized. The maximum published width for a one-column illustration is 8.5 cm (3-3/8 in.). The maximum width for a two-column figure is 17 cm (7.0 in.).
- In cases where reduction is required, avoid small open symbols that tend to fill in and avoid small lettering; ensure that, in the final published illustration, there is a minimum of 8-point type size (2.8 mm high; 1/8 in. high) for lettering and 0.5-point width for lines.
- Ensure that lettering and lines are dark enough, and thick enough, to reproduce clearly. Remember that fine lines tend to disappear upon reduction.
- It is required that authors embed figures and captions in the manuscript file. Embed the figures in the approximate position and size you think is appropriate. **In addition, separate figure files must be provided (see below for accepted file formats) along with the manuscript.**

---

### (b) Guidelines for preparation of electronic graphics files

---

- Acceptable formats for figures: Portable Document Files (PDF), Encapsulated PostScript Files (EPS), PostScript, JPEG (.JPG) file or Tagged Image File format (TIF). EPS (using Arial or Times Roman fonts) is preferred graphic format when preparing illustrations. Microsoft Word (.doc or .docx) file is **not** acceptable.
  - More detailed information is given about figure preparation on the RSI website in the [How to Prepare Illustrations](#) under the [Information for Contributors](#) tab.
  - Settings: Set the graphic for 600 dpi resolution for line art, 300 dpi for halftones, and 600 dpi for combinations (line art + halftone).
  - Save line art as black/white bitmap, not grayscale.
  - Save halftones and combinations as grayscale, not black/white bitmap.
  - Click [here](#) for publication charge information.
  - Submit color files at 300 dpi in one of the accepted file formats: PDF, EPS, PS, or TIF. No other type of color illustration is acceptable. When selecting a file mode, for print choose CMYK (cyan, magenta, yellow, black) and for color online choose RGB (red, green, blue).
  - PDF files should be vector files.
  - In the PDF illustration, resolution of any shaded or photographic images must be 600 pixels per inch (PPI).
  - Within the PDF illustration, resolution of line art with no shading should be 1200 pixels per inch (PPI).
  - All fonts must be **embedded** in the PDF.
  - Select "High Quality Print" when creating a PDF through the application's print command.
  - If usable color graphics files are received in time for the production process, authors will see color versions of those illustrations when viewing their author proofs. (The Corresponding Author will receive e-mail notification from AIP when the proof, as a PDF file, is available for downloading.)
  - The author is responsible for obtaining permissions to reuse previously published material. Full credit lines are needed for figures that are used with permission. An example of the recommended format for crediting material from a journal article is: "Reprinted with permission from [FULL CITATION]. Copyright [PUBLICATION YEAR], American Institute of Physics." Full citation format is as follows: Author names, journal title, Vol. #, Issue #, Page # (or CID#), Year of publication. For example, the credit line would appear as: "Reprinted with permission from J. Chem. Phys. 128, 024365 (2012). Copyright 2012 American Institute of Physics. If you need help acquiring permissions from another publisher, use this form [\[CLICK HERE\]](#)"
- 
-

## XI. TABLES

Separate tables (numbered with Roman numerals in the order of their appearance in the text) should be used for all tabular material. Tables must be embedded in the article file, not uploaded like figure files. The structure should be clear. Use simple column headings and include units of measure. Table captions are positioned above the table and should be styled as “TABLE I. This is a table caption.” A caption should make its table intelligible without reference to the text. Capitalize the first word in the table headings and subheadings. References within tables are designated by lowercase Roman letter superscripts and given at the end of the table. Unaltered computer output and notation should be uploaded as supplemental files. See Table II for an example of correct table styling.

TABLE II. Bond distances for alkene molecules (atomic units).

No. C <sup>a</sup>	$RI,I+1^b$	$SRI,I+1^c$	$RI-1,I+RI,I+1$	$SRI-1,I+RI,I+1$
2	2.5255	...	...	...
4	2.6175	0.123	5.306	...
6	2.6314	0.0999	5.3025	0.0112
8	2.6368	0.0876	5.3009	0.0111
10	2.6396	0.0795	5.2999	0.0106
14	2.6424	0.0689	5.2989	0.0096
18	2.6437	0.0623	5.2982	0.0088
22	2.6443	0.0573	5.2973	0.008
26	2.6448	0.0536	5.2968	0.0074

<sup>a</sup>C is the number of carbon atoms.

<sup>b</sup> $RI,I+1$  is the distance between two neighboring carbon atoms, while  $\langle RI,I+1 \rangle$  is the average of  $RI,I+1$  for a given molecule.

<sup>c</sup> $SRI,I+1$  is the standard deviation of  $RI,I+1$  within the given molecule.

## XII. MULTIMEDIA SUBMISSIONS

Multimedia files can be included in the online version of published papers. All such files are peer reviewed. When published, these files can be viewed by clicking on a link from the figure caption, provided that the reader has a video player installed, such as Windows Media Player™, Quick Time Player™, or RealOne Player™. Please see [Information for Contributors](#) on our website. Click on [Guide for Multimedia](#). Please note the following important information when preparing your manuscript:

- Treat all multimedia files as figures, numbered in sequence as they are referred to in text. (Multimedia files will **not** have a numbering scheme separate from the figures.) For each multimedia file, provide a figure, which is a static representation of the multimedia file. Also provide an accompanying caption. At the end of the caption, include the phrase "(enhanced online)."

- All multimedia files must be cited in the text, referred to by their figure number.

### **XIII. SUPPLEMENTAL MATERIAL**

Text material that may not be of interest to all readers, long data tables, multimedia, and computer programs may be deposited as supplementary materials. Information about depositing supplemental material may be found at the journal's [Information for Contributors](#) section on the website.

### **ACKNOWLEDGMENTS**

Typically, standard acknowledgments include financial support and technical assistance, and may include dedications, memorials, and awards. Check with the Editorial Office for suitability of an acknowledgment if there is any question. To indicate the author, use initials. For example, "B.A. wishes to thank A. Loudon for technical assistance. C.A. wishes to thank Anytown University for use of their equipment." Note: the Acknowledgment section is not a numbered section.

### **APPENDIX**

Appendices are placed after the acknowledgments section and before the listing of references. Appendices must have a Level One heading as illustrated below. They do not follow the sequential heading numbering given in the rest of the paper. If there is only one appendix, then the heading is set as follows:

#### **APPENDIX**

If there is more than one appendix, the headings are set as:

#### **APPENDIX A: DESCRIPTION**

#### **APPENDIX B: DESCRIPTION**

Subheadings in an Appendix are labeled 1, 2, etc. Remember that equations in appendices are numbered differently than those in the body of the text (see Sec. VIII).

### **REFERENCES**

References must be numbered consecutively in order of first appearance in the text and should be listed at the end of the text material. Reference citations in text are rendered in several ways. For example:

Voitsenya *et al.*<sup>4</sup>

Kawa and Lin<sup>8</sup>

MOLPRO (Ref. 10)

The citation in the reference list must include the full list of authors. Do not list the first author followed by an abbreviation such as *et al.* See Table III for acceptable reference formats.

TABLE III. This table provides instructions on how to prepare references.

---

---

**RSI now permits references styled as numerical, bibliographic, or numerical bibliographic.**

References to books and journal articles, listed at the end of the paper, are to be in one of these formats:

(1) By number, in the order of first appearance, giving the names of the authors, the journal name, volume, year, and first page number only, as in:

<sup>53</sup>V. Bargmann, Proc. Natl. Acad. Sci. USA 38, 961 (1952).

This paper will be listed as the 53rd in the list of references and cited as 53.

(2a) In alphabetical order according to the first author's last name, giving, in addition to the name, volume, year, and first and last page, also the title of the paper cited, as in:

Bargmann, V., "On the number of bound states in a central field of force," Proc. Natl. Acad. Sci. USA 38, 961–966 (1952).

This paper will be cited as "Bargmann (1952)." If there are several papers by the same author(s) and the same year, they should be distinguished by letters, as in (1952a).

(2b) Alternatively, the alphabetically listed references (with full titles and pagination) may be numbered according to their alphabetical order and cited by their number.

Every article has to be consistent in the use of one of these citation styles; they should not be mixed.

**Articles “submitted to” or “accepted for publication” (but not yet published) in a journal:**

Must include the title of the article. When possible, these references should be updated in the galley proof.

<sup>1</sup>L. Celona, G. Ciavola, F. Consoli, S. Gammino, F. Maimone, D. Mascali, P. Spädtke, K. Tinschert, R. Lang, J. Mäder, J. Roßbach, S. Barbarino, and R. S. Catalano, Rev. Sci. Instrum. **79**, 023305 (2008).

**Books:** List authors and editors. Must include publisher, page numbers (unless the entire book is being cited) and year of publication. City and year of publication, and the page numbers (unless the entire book is being cited).

<sup>2</sup>R. J. Hunter, *Zeta Potential in Colloid Science* (Academic, New York, 1981), p.120.

**AIAA Papers:** The usual format is: Authors' names, Paper Title, AIAA Paper No. (usual formats are 99-1111 or 2004-2222), year (corresponds to numbers on left side of paper number).

<sup>3</sup>M.S. Narayan and A. Banaszuk, “Experimental study of a novel active separation control approach,” AIAA Paper No. 2003-0060, 2003.

**Conference proceedings:** Include the list of authors, the title of the proceedings, the city and year of the conference (if they are given), the name of the publisher (cannot be a laboratory or institution), city and year of publication (or the words “to be published”), and the page numbers. Include the full list of editors, if they are given.

<sup>4</sup>Z. Q. Xie and C. M. Lyneis, *Proceedings of the 13th International Workshop on ECR Ion Sources*, College Station, Texas, 1997, edited by D. P. May and J. E. Ramirez (Texas A&M University, College Station, TX, 1997), p. 16.

**Government publications:** Format as for a book citation. Each must include the author(s), title of the publication, name of the publisher, city and year of publication, and page numbers (unless the entire publication is being cited).

<sup>5</sup>D. Nunes, *The Brillouin Effect* (U.S. Department of Energy, Washington, DC, 1992).

**Journal citations:** Include authors (see author rule above), volume number, beginning page number, and publication year:

<sup>6</sup>A. Tanga and M. Bandyopadhyay, *Appl. Phys. Lett.* **84**, 182 (2004).

**Laboratory report:** May only be used if first deposited with a national depository such as the National Technical Information Service. (Check with the NTIS librarian at 703-605-6000.) Materials or reports in electronic form—codes, data tables, etc.—may be uploaded as supplemental material files (see Sec. XIII). If the paper is on deposit with NTIS, use the following format:

<sup>7</sup>See National Technical Information Service Document No. DE132450 L. (R. Newchuck, SESAME Tables, LANL Rep. 23453, 1983). Copies may be ordered from the National Technical Information Service, Springfield, VA 22161.

**MOLPRO:**

<sup>8</sup>H.-J. Werner, P. J. Knowles, R. Lindh, F. R. Manby, M. Schütz, *et al.*, Molpro, version 2006.1, a package of *ab initio* programs, 2006, see <http://www.molpro.net>

**Multiple citations are acceptable:**

<sup>9</sup>K. Ikegami, A. Ueno, H. Oguri, Y. Namekawa, and K. Ohkoshi, *Rev. Sci. Instrum.* **81**, 02A717 (2010); *Phys. Rev. ST Accel. Beams* **12**, 010401 (2009).  
(same authors, different journals)

or

<sup>10</sup>C. D. Child, *Phys. Rev. Series I* **32**, 492 (1911); D. C. Faircloth, J. W. G. Thomason, and M. O. Whitehead, *Rev. Sci. Instrum.* **75**, 1735 (2004).  
(two completely different references)

or

<sup>11</sup>J. Watkins, C. Lasnier, D. Whyte, P. Stangeby, and M. A. Ulrickson, *Rev. Sci. Instrum.* **74**, 1574 (2003); H. Vargas and L. C. Miranda, *ibid.*, 794.  
(different authors, same journal and volume number)

**Preprints and electronic postings:** Preprints or eprints that have not been submitted to a journal for publication (i.e., are only posted on a preprint server) cannot be used as references.

**Private communication:** May *not* be one of the authors of the article. Must include the year in which the communication took place.

<sup>12</sup>A. Einstein (private communication, 1954).

**References as footnotes:** Footnotes are not permitted within the main text. Each should be numbered and described in the reference list (or included within the text).

**Software manuals:** If published, use the book format; if not published, give the entire address for the software maker.

**Thesis/dissertation:** Include the author, school and year, but not the title.

<sup>13</sup>S. L. Goldschmidt, Ph.D. thesis, University of California, Los Angeles, 1985.

**Web sites:** Due to their perishable nature, web sites are not generally acceptable as references unless the site is maintained as an archival site. It is permissible to include web sites as adjuncts to acceptable references.

<sup>14</sup>See <http://www.information.com/websites> for more information about websites.

---