

IEEE Microwave Theory & Techniques Society

IEEE Microwave Magazine Author Guidelines for Feature Articles

A. Author guidelines appropriate for all IEEE Magazines are available on the IEEE website
<http://www.ieee.org/organizations/pubs/magazines/guides.htm>
and contain information about electronic submission. The guidelines listed below are provided solely for the assistance of authors planning a feature article for IEEE Microwave Magazine.

B. Feature articles in the Magazine are both solicited and contributed, and the editors welcome ideas and suggestions for both. Prospective authors can send manuscripts of proposed articles, as well as discuss ideas for one with the editors. Authors are invited to submit a proposal to the editor prior to the preparation of a complete article to ascertain suitability and interest. There is no prescribed format for the proposal.

1. Audience. The Magazine is intended primarily to be of interest and service to professionals in the field of microwave theory and techniques; secondarily, it serves to introduce this field to others – for example, professionals in other technical and scientific fields; public and corporate policy makers; members of the financial, management, or legal communities; and lay persons.

2. Subject Matter. The primary requirement for a feature article is that its subject matter should be of demonstrable interest to the practitioners in the field of microwave theory and techniques. The magazine is not limited to technical topics; topics related to professional, career and personal interests of microwave engineers are also appropriate. Material submitted for publication in the Magazine does not have to be novel, new or unique -- provided the presentation of the material is new. In fact, unique presentations of fundamental and basic material, and comprehensive overviews of emerging technologies, are actively sought. Of high interest is material that entertains while it educates or informs; humor is welcome in particular.

3. Scope Limitations. Although the domain of interest of the Magazine is wide, there are three significant limitations to it. First, topics clearly within the domain of interest of other sister IEEE societies are usually not suitable unless there is a special reason; prospective authors are encouraged to discuss their plans with the editor regarding this issue. Second, material that borders on being advertising for products and services can be accommodated in the Magazine only in appropriate departments (such as New Products announcements). Third, we respect the sensibilities (by avoiding politics, religion, and advocacy) as well as the law (by prohibiting materials that may be derogatory, obscene, or in violation of copyright).

4. Level of Technical Depth. The feature articles must be accessible to a broad cross-section of microwave engineers, and not just to experts in the narrow specialty of the article. This is ensured by introducing motivation for the discussions; relating the topic to the broader scheme of things; pointing out analogies with the familiar; avoiding jargon specific to the specialty; defining any terms with special meaning within the specialty; and omitting details of interest only to those working actively in the specialty. The Magazine is not the place to report novel research results; archive data or specifications reached; supply mathematical proofs and derivations; or minutia.

5. Readability. Given the goal of the Magazine, the articles are expected to meet a considerably higher level of readability and lucidity than other publications of the Society. This burden must fall on the authors, because there are no technical writers or editors available to re-write and improve the organization, language, or grammar of submitted articles. Where necessary, please consult knowledgeable colleagues, native speakers of English, technical writers, or professionals in the field.

6. Length. Typical articles range between 6 and 12 pages when printed. A full page of text is typically 1000 words. A typical figure with caption that occupies one-third of a single column will replace approximately 200 words. Shorter articles are also welcome, and may be accommodated in some column or department of the Magazine, rather than as feature article. Longer articles requiring more than 12 pages need some justification and must be discussed with the editor.

7. Graphics. Colorful, catchy, attention grabbing, photographs and graphics are not only welcome, but also actively sought. We encourage the use of colors in graphs and line drawings to aid comprehension, enhance clarity, add aesthetic appeal, and bring out relationships among details spread over multiple figures by maintaining uniformity. Please get permissions for the use of graphics created by others. The copy editors at IEEE Headquarters have the right to modify graphics to fit the style of the magazine.

8. Tables. Tables are a particularly efficient way of presenting information, and technical readers are quite accustomed to such two-dimensional presentation of information.

9. References. A long, exhaustive list of citations is usually not suitable for the aims of the magazine (unless that is appropriate for some special reason – discuss with the editor). A short, selective list of “Additional Reading Resources” is adequate; these can be annotated if necessary.

10. Sidebars. It is very important to maintain a continuity and flow of thoughts in the body of a feature article; digressions, details, supplementary material, definitions, background information, mathematical supplements, applications, illustrative examples, explanatory discussions, etc. are often better accommodated in a “box” which we try to place on the relevant page in the magazine.

11. Controversies. The magazine welcomes discussions of controversial topics where there is a difference of opinion within the microwave community. The editor reserves the right to invite others to write rejoinders or present opposing points of view. However, the magazine is not the place to carry out debates on highly technical issues of narrow interest that are best presented to, and judged by, expert professional peers. Open issues still being debated in the research literature are usually unsuitable, unless presented in a lucid, balanced, and accessible manner for the non-experts.

12. Publication Schedule and Peer Review. The Magazine is not a rapid publication periodical suitable for establishing precedence over competition or meeting the deadline of a promotion decision. Please be prepared for a slow process – the magazine is published only once in three months; no more than three or four feature articles can be accommodated in an issue; each manuscript is required by IEEE policies to be reviewed by multiple reviewers; the reviewers (and the editor!) are volunteers with full-time jobs; each issue of the Magazine has a theme, and a manuscript may not fit-in with the theme of the next few issues.

13. Revisions and Proofs. Authors are expected to be responsive to changes suggested by peer reviewers. However, once the article has been scheduled for an issue and the final manuscript is submitted, no further revisions can be accommodated. The copy editors at IEEE Headquarters have the right to make minor changes in the manuscript without prior author approval. Proofs (in pdf form) are sent to the authors if necessary, for example to ensure the accuracy of mathematical expressions or changes made by the copy editor; they must be returned within 48 hours.