

TMS Letters Word Template

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Subject Categories: Category1, Category2, etc.

Abstract

This file has a preset formatting structure and contains the necessary information to prepare your document for inclusion in the *TMS Letters* journal. When you are ready to begin your document, you may delete this instructional material and replace it with your own text.

If you have any questions or need assistance with the preparation of your paper, please contact:

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Document Layout

This file has the proper margins set according the dimensions shown in Table I. Please do not make any changes to these dimensions and be sure that everything in your document (including the graphics and tables) is contained within the margins.

Your document should be no more than two-pages in length (including all text, graphics, tables, etc.). Please use 10pt. Times for the base font (other variations such as Times Roman and Times New Roman are also acceptable). The title of the paper should be 16pt. font size while the author names and affiliations should be 11pt.

First Page

The top of the first page should contain the Title Page Copyright Information (TPCI), the title of your paper, and all the author name(s) with affiliation(s) – blank lines should separate each of these sections. After this information is set, you may begin building the rest of your paper, starting with the abstract.

TPCI. Centered on the very top of the first page is the TPCI, which consists of the title of the journal, publisher, and year. Please do not make any changes to this information.

Title and Authors. The title of your paper will directly follow the TPCI. If there is more than one author, subsequent author names should follow on the same line as the first author mentioned, continuing onto further lines as necessary; there should be a superscript number following each author name that corresponds to the proper affiliation.

Table I. Dimension for Page Setup

Dimensions:	Inches Decimal	Points	Picas	Millimeters
Page Size:	8.5 x 11	612 x 792	51 x 66	215.9 x 279.4
Margins:	Left: .75 Right: .75 Top: .9167 Bottom: .9167	54 54 66 66	4.5 4.5 5.5 5.5	19.05 19.05 23.283 23.283
Live Area:	7 x 9.1667	504 x 660	42 x 55	177.8 x 232.833
Column Area:	3.333 x 9.1667	240 x 660	20 x 55	84.667 x 232.833

Each author affiliation should be put on a separate line (two lines if necessary), with a superscript number at the beginning that corresponds to the correct author(s) in the previous section.

Subject Categories. Directly after the author(s) affiliation(s) please enter all appropriate subject categories. A list of TMS subject categories can be found on the *TMS Letters* author guidelines web page:

<http://www.tms.org/pubs/journals/TMSLetters/authorguide.html>

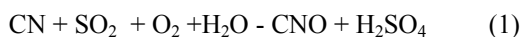
Styles

These are the standard styles for the *TMS Letters* journal:

- Title: 16 pt, bold, centered, first letter of each word capitalized.
- First-Level subheadings: 10pt, bold, centered with blank lines above and below; first letter of each word capitalized
- Second-Level subheadings: 10pt., underlined, flush left with blank lines above and below; first letter of each word capitalized
- Third-Level subheading: 10pt., underlined, flush left but run as part of paragraph; first letter of each word capitalized

Equations

All equations should be typed, centered, and separated from the text by one blank line of space above and below. They should be numbered consecutively in parentheses at the right-hand margin, in line with the last line of the equation as seen in the example:



Tables

Place tables as closely as possible to their references. Number consecutively with Roman numerals and center the

title above the table. Table width rules should separate the title from column headings, column headings from the table body, and finally the bottom of the table from the next paragraph. Footnotes should appear below the last line.

If a table cannot be contained in the margins of the columns, place the table across both columns for better treatment of the information.

Figures

Original figures in your paper should be consecutively numbered with Arabic numerals and each figure should be captioned. As with tables, figures should be placed as closely as possible to the appropriate text. At an absolute minimum, graphic images (halftones) should be set at 300 dots per inch. Photocopies or items from previously printed sources should be avoided since they reproduce poorly and any potential value is negated. If your figures must be reduced before inserting on the page, be sure not to reduce the caption. When presenting microstructures, be sure to place a scale marker on the photograph.

References

All text references should be consecutively numbered parenthetically, using square brackets with the period after the reference – example [1, 2]. Complete citations should appear at the end in the References section, using a single-spaced format. References should provide readers with enough information to find the cited material. Any manuscript preparation manual will assist you in handling unique citation situations. Abbreviations of widely used journals are accepted, but it is best to spell out the titles of foreign and less well-known journals.

Examples for how equations, tables, figures and references should look can be found in the formatting instructions for TMS two-column proceedings publications:

http://www.tms.org/pubs/Books/Instructions/TC_Instructions.html