

Human Perspectives on Spoken Human-Machine Interaction: Instructions for authors

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Abstract

Use this document as both an instruction set and as a template into which you can type your own text.

1 Introduction

If your paper does not conform to the required format, you will be asked to fix it. Further important information can be found on the conference website at <https://www.frias.uni-freiburg.de/de/veranstaltungen/nachwuchskonferenzen/SpoHuMa21>.

You can find the L^AT_EX-source code for this document in the file **template.tex**. Carefully follow the instructions provided here if you prepare your submission with any other software like LibreOffice, Microsoft Word, etc. However, we highly recommend using L^AT_EX when preparing your submission. Information for paper submission is available on the conference website.

This style guide is based on the style file for the *INTERSPEECH 2021* conference (which can be found online at: <https://www.interspeech2021.org>), with some minor modifications.

2 Page layout and style

Authors should observe the following rules for page layout. A highly recommended way to meet these requirements is to use the given L^AT_EX-template and check details against the corresponding example PDF file. This given template can be adapted or imported easily in other software such as LibreOffice, Apple Pages, LuaL^AT_EX, and XeL^AT_EX, but please be careful to match the layout of the provided PDF example.

2.1 Basic layout features

- Authors must submit their papers in DIN A4 format.

- Two columns are used except for the title section and for large figures that may need a full page width.
- Left and right margin are 20 mm each.
- Column width is 80 mm.
- Spacing between columns is 10 mm.
- Top margin is 25 mm (except for the first page which is 30 mm to the title top).
- Bottom margin is 35 mm.
- Text height (without headers and footers) is maximum 235 mm.
- Headers and footers must be left empty.
- Check indentations and spacings by comparing to this example file (in PDF).

2.2 Text font

Times or Times Roman font is used for the main text. Font size in the main text must be 11 points, and in the References section 10 points. Other font types may be used if needed for special purposes. It is VERY IMPORTANT that while making the final PDF file, you embed all used fonts! To embed the fonts, you may use the following instructions:

1. For Windows users, the bullzip printer can convert any PDF to have embedded and subsetted fonts.
2. For Linux/Mac users, you may use
pdf2ps file.pdf
ps2pdf -dPDFSETTINGS=/prepress \
-dEmbedAllFonts=true file.ps

L^AT_EX users: users should use Adobe Type 1 fonts such as Times or Times Roman. These are used automatically by the **SpoHuMa2021.cls** class file. Authors must not use Type 3 (bitmap) fonts.

2.2.1 Headings

Section headings are centered in 12 point boldface with the first word capitalized and the rest of the heading in lower case. Sub-headings appear in 11 point (normal text font size) bold face, aligned to the left margin in the column. Sub-sub-headings appear like sub-headings, except they are in italics and not boldface. See the examples in this file. No more than 3 levels of headings should be used.

2.3 Page numbering

Final page numbers will be added later to the document electronically. *Do not make any footers or headers!*

2.4 Tables

An example of a table is shown in Table 1. The caption text must be above the table.

Table 1: This is an example of a table. Captions should be set above the table body.

| Ratio | Decibels |
|--------|----------|
| 1/10 | −20 |
| 1/1 | 0 |
| 2/1 | ≈ 6 |
| 3.16/1 | 10 |
| 10/1 | 20 |
| 100/1 | 40 |
| 1000/1 | 60 |

2.5 Figures

An example of a figure is shown in Figure 1. All figures must be centered on the column (or page, if the figure spans both columns). Figure captions should follow each figure and have the format given in Figure 1.

Figures should be preferably line drawings. If they contain gray levels or colors, they should be checked to print well on a high-quality non-color laser printer.

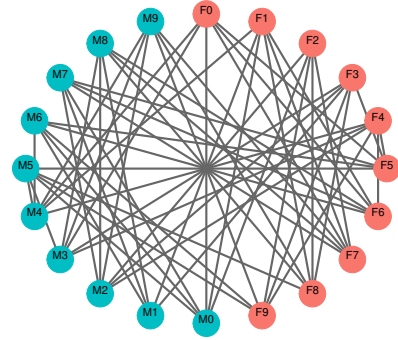


Figure 1: Some network.

Graphics (i. e., illustrations, figures) must not use stipple fill patterns because they will not reproduce properly in Adobe PDF. Please use only SOLID FILL COLORS.

Figures which span 2 columns (i. e., occupy full page width) must be placed at the top or bottom of the page.

2.6 Information for Word users only

If your Word document contains equations, you must not save your Word document from “.docx” to “.doc” because when doing so, Word will convert all equations to images of unacceptably low resolution.

2.7 Hyperlinks

For technical reasons, the proceedings editor will strip all active links from the papers during processing. Hyperlinks can be included in your paper, if written in full, e. g. “<http://www.example.com/index.html>”. The link text must be all black. Please make sure that they present no problems in printing to paper.

2.8 Abstract

The paper should include a separate *Abstract* section as shown in this template. The total length of the abstract is limited to 200 words. The abstract included in your paper and the one you enter during webbased submission must be identical.

3 References

The reference format is the standard IEEE one. References should be numbered in order of appearance, for example [1], [2], [3, pp. 417–422], and [4].

4 Author information

4.1 Affiliation

Please list country names as part of the affiliation for each country.

4.2 Number of authors in the author list

The maximum number of authors in the author list is twenty. If the number of contributing authors is more than twenty, they should be listed in a footnote or in acknowledgement section, as appropriate.

5 Submission

Information for paper submission is available on the conference website at this URL:
<https://www.frias.uni-freiburg.de/de/veranstaltungen/nachwuchskonferenzen/SpoHuMa21>.

Authors are requested to submit PDF files of their manuscripts.

5.1 Number of pages

The maximum number of pages is 5. The main content of the paper should be 3–4 pages long. The 5th page is reserved for references, exclusively. However, the references may begin on an earlier page immediately after the Acknowledgements section, and continue onto the 5th page. If no space is available on an earlier page, then the references may begin on the 5th page.

5.2 PDF preparation

Conversion to PDF may cause problems in the resulting PDF or expose problems in your source document. Before submitting your final paper in PDF, check that the format in your paper PDF conforms to this template. Specifically, check the appearance of the title and author block, the appearance of section headings, document margins, column width, column spacing, and other features such as figure numbers, table numbers and equation number. In summary, you must proofread your final paper in PDF before submission.

The PDF file should comply with the following requirements: (a) there must be NO PASSWORD protection on the PDF file at all; (b) all fonts must be embedded; and (c) the file must be text searchable (do CTRL-F and try to find a common word such as

“the”). The proceedings editors will contact authors of non-complying files to obtain a replacement. In order not to endanger the preparation of the proceedings, papers for which a replacement is not provided in a timely manner will be withdrawn.

6 Conclusions

Authors must proofread their PDF file prior to submission to ensure it is correct. Authors should not rely on proofreading the Word file. Please proofread the PDF file before it is submitted.

7 Acknowledgements

The organizers of the 2021 conference on *Human Perspectives on Spoken Human-Machine Interaction* would like to thank the Freiburg Institute for Advanced Studies (FRIAS) at the University of Freiburg for supporting this event!

Note to authors: Authors should not use logos in the acknowledgement section; rather authors should acknowledge corporations by naming them only.

References

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