

# L<sup>A</sup>T<sub>E</sub>X Template for the International Conference on Dublin Core and Metadata Applications

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## Abstract

The abstract text is in Times New Roman, 11 point and should be no more than 250 words in length. The abstract must be limited to one paragraph. Keywords must be entered using lower-case letters except for proper nouns which should have the first letter of each word capitalized. Each keyword or keyword phrase should be separated by a semicolon (e.g., “metadata; evaluation; visual graphic analysis”).

**Keywords:** metadata; evaluation; visual graphic analysis

## 1 Submission of papers to DC 2022

DC requires electronic submissions. The electronic submission site is

<https://easychair.org/conferences/?conf=dc2022>

Please read the instructions below carefully and follow them faithfully.

### 1.1 Style

Papers to be submitted to DC 2022 must be prepared according to the instructions presented here.

Authors are required to use the DC L<sup>A</sup>T<sub>E</sub>X style files obtainable at the DC website as indicated below. Tweaking the style files may be grounds for rejection.

### 1.2 Retrieval of style files

The style files for DC 2022 are available on the World Wide Web at

<https://github.com/dcmi/dcpapers-templates>

The file `dc2002_template.pdf` contains these instructions and illustrates the various formatting requirements your DC paper must satisfy.

The file `dc2002_template.tex` may be used as a “shell” for writing your paper. All you have to do is replace the author, title, abstract, and text of the paper with your own.

The formatting instructions contained in these style files are summarized in Sections 2, 3, and 4 below.

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\*Use footnote for providing further information about author (webpage, alternative address)—*not* for acknowledging funding agencies.

## 2 General formatting instructions

Times New Roman is the preferred typeface throughout, and will be selected for you by default. Paragraphs are separated by 1/2 line space (5.5 points), with no indentation.

The paper title should be 17 point, initial caps/lower case, bold, centered. Allow an extra 1/4 inch space above and below the title. All pages should start at 1 inch (6 picas) from the top of the page.

For the final version, authors' names are set in boldface, and each name is centered above the corresponding address. The lead author's name is to be listed first (left-most), and the co-authors' names (if different address) are set to follow. If there is only one co-author, list both author and co-author side by side.

Please pay special attention to the instructions in Section 4 regarding figures, tables, acknowledgments, and references.

## 3 Headings: first level

All headings should be lower case (except for first word and proper nouns), flush left, and bold.

First-level headings should be in 12-point type.

### 3.1 Headings: second level

Second-level headings should be in 11-point type.

#### 3.1.1 Headings: third level

Third-level headings should be in 11-point type and Italics.

## 4 Citations, figures, tables, references

These instructions apply to everyone.

### 4.1 Citations within the text

The DCMI Proceedings use a small subset of modified rules from the American Psychological Association (APA) Publication Manual (5th Edition). All in-text references take the form of parentheticals. The following examples of in-text citation are to works in the Reference section below.

“According to Hillmann (2006) and Heery (2004, pp. 258-59). . .”

“The first publication of the Dublin Core Element Set was early in the history of the Initiative (DCMI, 1998). . .”

“ . . . have resulted in new conceptions of a digital library (Lagoze et al., 2005). . .”

In the paper's reference section, the first and last names of authors must be spelled out in full. With multiple authors, only the first named author begins with the family name followed by a comma and the first name. Any remaining authors are listed with given name first followed by family name.

The APA Publication Manual should be consulted for answers to questions of style not addressed in these instructions.

The natbib package will be loaded for you by default. The documentation for natbib may be found at

<http://mirrors.ctan.org/macros/latex/contrib/natbib/natnotes.pdf>

Of note is the command \citet, which produces citations appropriate for use in inline text. For example,

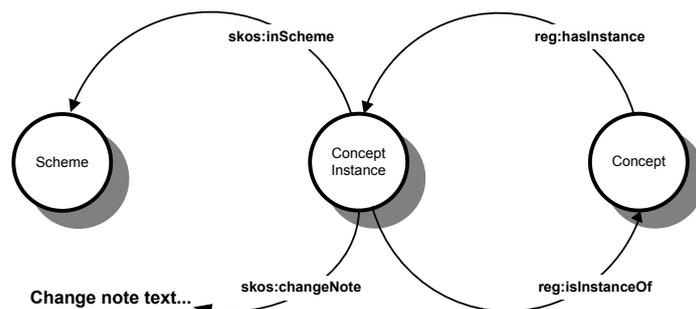


Figure 1: Sample figure caption.

```
\citet{hasselmo} investigated\dots
produces
```

Hasselmo, et al. (1995) investigated...

If you wish to load the natbib package with options, you may add the following before loading the dc2002 package:

```
\PassOptionsToPackage{options}{natbib}
```

You can optionally use biblatex package instead of natbib.

## 4.2 Footnotes

Footnotes should be used sparingly. If you do require a footnote, indicate footnotes with a number<sup>2</sup> in the text. Place the footnotes at the bottom of the page on which they appear. Precede the footnote with a horizontal rule of 2 inches (12 picas).

Note that footnotes are properly typeset *after* punctuation marks.<sup>3</sup>

## 4.3 Figures

All artwork must be neat, clean, and legible. Lines should be dark enough for purposes of reproduction. The figure number and caption always appear after the figure. Place one line space before the figure caption and one line space after the figure. The figure caption should be lower case (except for first word and proper nouns); figures are numbered consecutively.

You may use color figures. However, it is best for the figure captions and the paper body to be legible if the paper is printed in either black/white or in color.

## 4.4 Tables

All tables must be centered, neat, clean and legible. The table number and title always appear before the table. See Table 1.

Place one line space before the table title, one line space after the table title, and one line space after the table. The table title must be lower case (except for first word and proper nouns); tables are numbered consecutively.

Note that publication-quality tables *do not contain vertical rules*. We strongly suggest the use of the booktabs package, which allows for typesetting high-quality, professional tables:

<https://www.ctan.org/pkg/booktabs>

This package was used to typeset Table 1.

<sup>2</sup>Sample of the first footnote.

<sup>3</sup>As in this example.

Table 1: Sample table title

Part		
Name	Description	Size ( $\mu\text{m}$ )
Dendrite	Input terminal	$\sim 100$
Axon	Output terminal	$\sim 10$
Soma	Cell body	up to $10^6$

## 5 Final instructions

Do not change any aspects of the formatting parameters in the style files. In particular, do not modify the width or length of the rectangle the text should fit into, and do not change font sizes (except perhaps in the **References** section; see below). Please note that pages should be numbered.

## 6 Preparing PDF files

Please prepare submission files with paper size ‘‘A4,’’ and not, for example, ‘‘US Letter.’’

Fonts were the main cause of problems in the past years. Your PDF file must only contain Type 1 or Embedded TrueType fonts. Here are a few instructions to achieve this.

- You should directly generate PDF files using `pdflatex`.
- You can check which fonts a PDF files uses. In Acrobat Reader, select the menu Files>Document Properties>Fonts and select Show All Fonts. You can also use the program `pdffonts` which comes with `xpdf` and is available out-of-the-box on most Linux machines.
- The IEEE has recommendations for generating PDF files whose fonts are also acceptable for DC. Please see <http://www.emfield.org/icuwb2010/downloads/IEEE-PDF-SpecV32.pdf>
- `xfig` ‘‘patterned’’ shapes are implemented with bitmap fonts. Use ‘‘solid’’ shapes instead.
- The `\bbold` package almost always uses bitmap fonts. You should use the equivalent AMS Fonts:

```
\usepackage{amsfonts}
```

followed by, e.g., `\mathbb{R}`, `\mathbb{N}`, or `\mathbb{C}` for  $\mathbb{R}$ ,  $\mathbb{N}$  or  $\mathbb{C}$ . You can also use the following workaround for reals, natural and complex:

```
\newcommand{\RR}{I\!\!R} %real numbers
\newcommand{\Nat}{I\!\!N} %natural numbers
\newcommand{\CC}{I\!\!C} %complex numbers
```

Note that `amsfonts` is automatically loaded by the `amssymb` package.

If your file contains type 3 fonts or non embedded TrueType fonts, we will ask you to fix it.

### 6.1 Margins in $\text{\LaTeX}$

Most of the margin problems come from figures positioned by hand using `\special` or other commands. We suggest using the command `\includegraphics` from the `graphicx` package. Always specify the figure width as a multiple of the line width as in the example below:

```
\usepackage[pdftex]{graphicx} ...
\includegraphics[width=0.8\linewidth]{myfile.pdf}
```

See Section 4.4 in the `graphics` bundle documentation (<http://mirrors.ctan.org/macros/latex/required/graphics/grfguide.pdf>)

A number of width problems arise when  $\text{\LaTeX}$  cannot properly hyphenate a line. Please give  $\text{\LaTeX}$  hyphenation hints using the `\-` command when necessary.

## Acknowledgments and Disclosure of Funding

Use unnumbered first level headings for the acknowledgments. All acknowledgments go at the end of the paper before the list of references.

You can use the `ack` environment provided in the style file to automatically hide this section in the anonymized submission.

## References

References follow the acknowledgments. It is permissible to reduce the font size to `small` (9 point) when listing the references. You can use `natbib` or `bibtex` to generate your references list.

**Note that the Reference section does not count towards the number of pages of content that is allowed.**

DCMI. (1998). Dublin Core Metadata Element Set, version 1.0: Reference description. Retrieved January 10, 2007, from <http://www.dublincore.org/documents/1998/09/dces/>.

Heery, Rachel. (2004). Metadata futures: Steps toward semantic interoperability. In Diane I. Hillmann & Elaine L. Westbrook (Eds.), *Metadata in practice* (pp. 257-271). Chicago: American Library Association.

Hillmann, Diane. I., Stuart A. Sutton, Jon Phipps, and Ryan J. Laundry. (2006). A metadata registry from vocabularies up: The NSDL registry project. *Proceedings of the International Conference on Dublin Core and Metadata Applications*, 2006, 65-75.

Lagoze, Carl, Dean Krafft, Sandy Payette, and Susan Jesuroga. (2005, November). What is a digital library anyway, anymore? Beyond search and access in the NSDL. *D-Lib Magazine*, 11(11). Retrieved, January 10, 2007, from <http://www.dlib.org/dlib/november05/lagoze/11lagoze.html>