

Information for Contributors to Journals of the AIAA

General Requirements

Authors must submit their manuscripts on WriteTrack™, <http://www.writetrack.net>, AIAA's Web-based manuscript submittal and tracking system. AIAA has prior publication rights to any paper presented at its meetings, but papers will be considered for journals only if the authors formally submit them. All manuscripts must be as *brief and concise* as proper presentation of the ideas will allow. The paper should be written in archival editorial style. Manuscripts must be in English (American spelling), *double-spaced and single-column*, with wide margins to allow for editorial instructions. A template is available on WriteTrack for authors who use Microsoft Word 6.0 or later.

Full-Length Papers

Full-Length Papers contain original, quantitative, detailed technical material, set into perspective relative to prior work and supported by literature references and specific technical accomplishments. A typical *double-spaced* Full-Length Paper will be approximately 10,000–12,000 words (including equations), where each normal-sized, single-column figure or table counts as 200 words. All manuscripts are expected to be as concise as possible.

Abstract

Each Full-Length Paper must include a 100- to 200-word abstract, written as a single paragraph. It should be a summary (not an introduction!) and complete in itself (no numerical references). Acronyms and abbreviations are not permitted. The abstract should indicate the subjects dealt with in the paper and should state the objectives of the investigation. Newly observed facts and conclusions of the experiment or argument discussed in the paper must be stated in summary form. Readers should not have to read the paper to understand the abstract. Neither the abstract nor the conclusions (see below) should contain equations, symbols, acronyms, or discussions of proposed future research. The abstract should be written using third person instead of first person (i.e., "The experiments were performed" versus "We performed the experiments...").

Nomenclature

A Nomenclature section is required for papers containing more than a few symbols; nomenclature definitions then should not appear in the text.

Introduction

The paper also must include an Introduction – a brief assessment of prior work by others and an explanation of how the paper contributes to the field.

Conclusions

The Conclusions should stand alone without either references or referrals to the main text for more details. They must be logically drawn from the text but *not* be just a summary of the paper.

Survey Papers

Survey Papers are comprehensive reviews of the literature on a particular subject, typically 18,000–20,000 words in length. They do not contain abstracts but do contain biographies and photographs of all authors. The biographies are not to exceed 200 words each.

Lectures

Lectures are papers (usually invited) that received “distinguished lecture” status at an AIAA conference, such as the Dryden Lecture and the von Kármán Lecture.

Histories of Key Technologies

Papers covering the history of a particular aspect of aerospace technology (within the scope of each journal) may be published in this category.

Technical or Engineering Notes and Technical Comments

Short manuscripts may qualify for publication in one of these categories. *Notes*, approximately 2500 words, are intended for prompt disclosures of new, significant data or developments of limited scope; they do not have abstracts but *do* contain introductions and descriptions of results. *Comments* should relate to papers previously published by AIAA; they must not exceed 1200 words. Manuscripts submitted in these categories often are reviewed only by an editor and usually are published sooner than a Full-Length Paper.

Design Forum (*Journal of Aircraft* only)

Design Forum papers range from design case studies of actual or notional air vehicles, to presentation of new design methodologies, to analysis of emerging trends in the design world. They should be approximately 10,000–12,000 words and should include a 100–200-word abstract. Unlike regular Full-Length Papers, Design Forum papers do not undergo routine peer review, thus reducing the time from submission to publication.

Aerospace Letters (*AIAA Journal* only)

Aerospace Letters are brief communications (approximately 2000 words) that describe new and potentially important ideas or results, including critical analytical or experimental observations made in emerging research areas that justify rapid publication. The Introduction should contain a clear, concise explanation of what is new and important in the paper. Aerospace Letters will be stringently prescreened; only some will be selected for rapid review by an editor. Any Aerospace Letters requiring more than very minor revision will be declined, with no author rebuttals considered.

Titles and Authors' Names

The title should be concise (maximum of 12 words), without the use of acronyms or abbreviations. The author's name should appear below the title; the full name is preferred. The affiliation should follow on the next line, with the author's official title and *complete mailing address* (including ZIP code) given in a footnote. This applies to all categories of papers.

Mathematics

Be sure to use correct symbols, including Greek characters. Subscripts and superscripts must be readily apparent. To save space, the solidus (/) must be used for fractions in the text and for simple fractions in displayed equations.

References

References must be limited to readily accessible documents, i.e., those available from libraries, databases, or other public sources. They are to be numbered in the order in which they are cited (*not* listed alphabetically) and grouped at the end of the manuscript in the following form:

- [1] Journals: Walker, R. E., Stone, A. R., and Shandor, M., "Secondary Gas Injection in a Conical Rocket Nozzle," *AIAA Journal*, Vol. 1, No. 2, 1963, pp. 334–338.
- [2] Books: Turner, M. J., Martin, H. C., and Leible, R. C., "Further Development and Applications of Stiffness Method," *Matrix Methods of Structural Analysis*, 1st ed., Vol. 1, Wiley, New York, 1963, pp. 6–10.
- [3] AIAA Book Series: Sutton, K., "Air Radiation Revisited," *Thermal Design of Aeroassisted Orbital Transfer Vehicles*, edited by H. F. Nelson, Vol. 96, Progress in Astronautics and Aeronautics, AIAA, New York, 1985, pp. 419–441.
- [4] Reports: Book, E., and Bratman, H., "Using Compilers to Build Compilers," Systems Development Corp., SP-176, Santa Monica, CA, Aug. 1960.
- [5] Transactions/Proceedings: Soo, S. L., "Boundary-Layer Motion of a Gas-Solid Suspension," *Proceedings of the Symposium on Interaction Between Fluids and Particles*, Vol. 1, Inst. of Chemical Engineers, New York, 1962, pp. 50–63.
- [6] AIAA Meeting Papers: Bhutta, V. A., and Lewis, C. H., "Aerothermodynamic Performance of 3-D and Bent-Nose RVs under Hypersonic Conditions," AIAA Paper 90-3068, Aug. 1990.

Give inclusive page numbers for references to journal articles and a page or chapter for books. Cite references in numerical order in the text. Classified or export-restricted references, personal/private communications, personal Web sites, and Web sites where there is no commitment to archiving are not to be used as references. They may be cited in the text or in footnotes and the date of citation must be included.

Illustrations

Line drawings must be clear and sharp. Make sure that all lines and graph points are dark and distinct. Lettering should be large enough to be legible. Keep the lettering size and style uniform both within each figure and throughout all of your illustrations. Place captions beneath each figure, and position the figures within the text, close to where they are cited, if possible. Otherwise they may be grouped at the end of the text. Cite each figure in numerical order in the text. Figures can be submitted in any format.

Note: Color photographs may be published if the Editor-in-Chief or Associate Editor deems the use of color necessary for the sake of clarity. The author's employer must pay the full incremental costs of color publication (minimum of \$1200 for production costs, plus \$75 per photograph for color separations; actual costs may vary).

Tables

Position a double rule at the top and bottom of each table and a single rule under the column headings. Table footnotes should be placed under the final double rule and should be indicated by letters, a, b, c, etc. Do not number table footnotes consecutively with text references.

Each table must have a number and a caption. Place tables within the text, and cite each table in numerical order in the text.

Symbols and Units

Use standard symbols whenever possible, preferably those recommended by the American Standards Association. Metric or dual systems of units (metric and English) should be used, whenever possible, in accordance with an endorsement by the AIAA Board of Directors. Such use is mandatory only for *AIAA Journal* and *Journal of Thermophysics and Heat Transfer*, but all authors are urged to comply. For information on the International System of Units, see NAS 10001, which is the aerospace version of fundamental SI units, found in documents such as the following: NASA SP-7012, ASTM E 380-76, or IEEE Std 322 1971.

Multimedia

For the *Journal of Aerospace Computing, Information, and Communication*, multimedia files may be submitted to accompany the online manuscript. Use *only* the following formats for your multimedia attachments: .wmv, .xls, .html, .doc, .mp3, .gif, and .jpg. This option is not available for AIAA's other journals.

Numerical and Experimental Accuracy

The AIAA journals will not accept for publication any paper reporting (1) numerical solutions of an engineering problem that fails adequately to address accuracy of the computed results or (2) experimental results unless the accuracy of the data is adequately presented.