

Submission of Manuscripts

Preferably, manuscripts should be typeset in LaTeX (LaTeX2e). If the layout instructions below are taken into account, other TeX/LaTeX dialects like AMS-TeX can be accepted.

General remarks:

We gratefully appreciate if the text does not contain overfull and/or underfull boxes, if equations do not exceed the indicated width, if hyphenations have been checked, and if the hierarchical structure of the book is clear. There is no need for marking each level with different fonts or special font sizes. Please avoid caps and underlines and do not use `\offset` or `\voffset`, nor true sizes such as for example `truecm`.

Class File:

To simplify the transformation process between your documents and the final layout, we provide the LaTeX class file

```
birkmono.cls
```

ready for use with the newer LaTeX versions (LaTeX2e). It can be downloaded from our website under <http://www.birkhauser.ch/math/downloads> or requested from the editorial office. Then, the first line in your document should be

```
\documentclass{birkmono}.
```

The class file mainly sets the fonts, margins and spacing. It is based on the standard LaTeX book class and provides also the AMS-LaTeX fonts and commands. Hence, there is no need to learn new commands, just use the usual LaTeX or AMS-LaTeX commands inside your document.

General layout:

If you don't use the class file, your main document should begin as follows:

```
\documentclass{book}
or
\documentclass{amsbook} for AMS-LaTeX
```

```
\setlength{\textwidth}{125mm}
\setlength{\textheight}{185mm}
\setlength{\parindent}{8mm}
\frenchspacing
```

```
\setlength{\oddsidemargin}{0pt}
\setlength{\evensidemargin}{0pt}
```

equations centered, equation numbers on the right side (default in book-style).

Plain TeX

```
10pt (default)-fonts
```

```
\hspace=125mm
```

```
\vsize=185mm
```

```
\parindent=8mm
```

```
\frenchspacing
```

equations centered, equation numbers on the right side (default in plain TeX).

AMSTeX

```
\documentstyle{amsppt}
```

```
10pt (default)-fonts
```

```
\pagewidth{125mm}
```

```
\pageheight{185mm}
```

```
\parindent=8mm
```

```
\frenchspacing
```

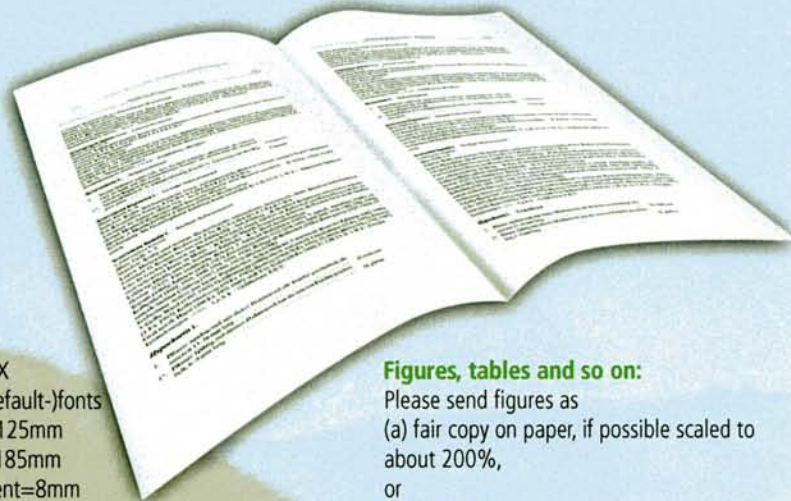
equations centered, equation numbers (tags) on the right side (default in AMSTeX).

Page numbering, running heads, footnote:

The main text should start with page number 1 (arabic); all the preceding material (table of contents, preface, dedication etc.) should bear roman numbers starting from v (roman 5). The first four pages, including the title page, will be added by us. Please let each chapter start on an odd numbered page; on such pages, however, page numbers and running heads should be omitted. Otherwise the headers of pages on the left-hand side (even page numbers) should bear the chapter title, those on the right-hand side (odd page numbers) should bear the paragraph title. The running heads ought to be centered. For headlines, as well as for footnotes, please choose the same font as for the main text, but in a smaller size.

Indentation:

Though indentation to indicate a new paragraph is welcome, please do not use indentation when the new paragraph is already marked by an extra vertical space, as for example in the case of the first paragraph following a heading. Unless the style-file you are using is taking care of this already please insert `\noindent` in such a situation. Likewise, please make sure not to indent the first line of theorems, lemmas, proofs etc., but rather to separate them from the preceding text by a little extra vertical space. Beware of inserting an empty line before or after a display in your source file. This has an effect on indentation as well as on TeX's choice of pagebreaks.



Figures, tables and so on:

Please send figures as

(a) fair copy on paper, if possible scaled to about 200%,

or

(b) as EPS-file (encapsulated postscript).

It is sometimes difficult to place insertions at an exact location in the final form of the book. Therefore, all figures and tables should be numbered and you should refer to these numbers within the text. Please avoid formulations like «the following figure...».

Typoscript. Please send your work as

(1) print-out on paper,

or

(2) files including all .tex, .dvi, .log, .aux files as well as your own personal macros and input files which are not commonly known (e.g. article.sty is commonly known). The files can be sent electronically, either as email attachments if not too large, or as upload to our ftp server <ftp.birkhauser.ch> (the necessary login is available on request).

Otherwise, please send the files on floppy disk(s), zip disk(s) or CD(s).

We need the .log files since they contain relevant information on the used software (e.g. which version of LaTeX has been used). We prefer disk(s) in DOS/Windows format, but Unix or Macintosh format is acceptable as well.

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