

Universal manuscript template for Optica journals

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Abstract: L^AT_EX manuscripts submitted to Optica journals may use these instructions and this universal template format. The template simplifies manuscript preparation and eases transfer between Optica journals. *Applied Optics*, JOSA A, JOSA B, *Journal of Optical Communications and Networking*, and *Photonics Research* authors should use the length-check template if a precise length estimate is needed. *Optics Letters* authors and authors of short *Optica* articles are encouraged to use the length-check template. Authors using this universal template will still need to adhere to article-length restrictions based on the final, published format.

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1. Introduction

Adherence to the specifications listed in this template is essential for efficient review and publication of submissions. Proper reference format is especially important (see Section 8).

2. Multiple corresponding authors

There are two options for indicating multiple corresponding authorship, and they are formatted quite differently. The first format would be as follows and uses an asterisk to denote one of the authors:

```
\author{Author One\authormark{1,3} and Author Two\authormark{2,4,*}}  
  
\address{\authormark{1}Peer Review, Publications Department,  
Optica, 2010 Massachusetts Avenue NW,  
Washington, DC 20036, USA\\  
\authormark{2}Publications Department, Optica,  
2010 Massachusetts Avenue NW, Washington, DC 20036, USA\\  
\authormark{3}xyz@optica.org}  
  
\email{\authormark{*}opex@optica.org}
```

This format will generate the following appearance:

AUTHOR ONE^{1,3} AND AUTHOR TWO^{2,4,*}

¹Peer Review, Publications Department, Optica, 2010 Massachusetts Avenue NW, Washington, DC 20036, USA

²Publications Department, Optica, 2010 Massachusetts Avenue NW, Washington, DC 20036, USA

³xyz@optica.org

*opex@optica.org

42 The second format forgoes the asterisk and sets all email addresses equally within the affiliations.
43 Please note that this format does not use the `\email{}` field at all.

```
44 \author{Author One\authormark{1,3} and Author Two\authormark{2,4}}  
45  
46 \address{\authormark{1}Peer Review, Publications Department,  
47 Optica, 2010 Massachusetts Avenue NW,  
48 Washington, DC 20036, USA\\  
49 \authormark{2}Publications Department, Optica,  
50 2010 Massachusetts Avenue NW, Washington, DC 20036, USA\\  
51 \authormark{3}xyz@optica.org\\  
52 \authormark{4}opex@optica.org}
```

53 This format will generate the following appearance:

54 **AUTHOR ONE^{1,3} AND AUTHOR TWO^{2,4}**

55 ¹*Peer Review, Publications Department, Optica, 2010 Massachusetts Avenue NW, Washington, DC 20036,*
56 *USA*

57 ²*Publications Department, Optica, 2010 Massachusetts Avenue NW, Washington, DC 20036, USA*

58 ³*xyz@optica.org*

59 ⁴*opex@optica.org*

60 These are the preferred formats for multiple corresponding authorship, and either may be used.

61 3. Abstract

62 The abstract should be limited to approximately 100 words. If the work of another author is cited
63 in the abstract, that citation should be written out without a number, (e.g., journal, volume, first
64 page, and year in square brackets [Opt. Express **22**, 1234 (2014)]), and a separate citation should
65 be included in the body of the text. The first reference cited in the main text must be [1]. Do not
66 include numbers, bullets, or lists inside the abstract.

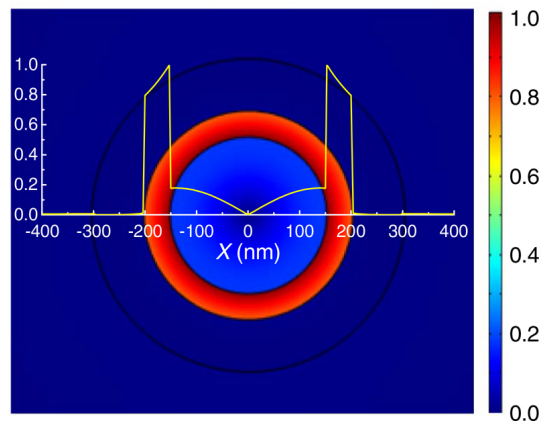


Fig. 1. Sample caption (Fig. 2, [1]).

67 4. Assessing final manuscript length

68 Optica's Universal Manuscript Template is based on the Optica Express layout and will provide
69 an accurate length estimate for Optics Express, Biomedical Optics Express, Optical Materials

Express, and Optica's newest title Optics Continuum. Applied Optics, JOSAA, JOSAB, Optics Letters, Optica, and Photonics Research publish articles in a two-column layout. To estimate the final page count in a two-column layout, multiply the manuscript page count (in increments of 1/4 page) by 60%. For example, 11.5 pages in the Optica Universal Manuscript Template are roughly equivalent to 7 composed two-column pages. Note that the estimate is only an approximation, as treatment of figure sizing, equation display, and other aspects can vary greatly across manuscripts. Authors of Letters may use the legacy template for a more accurate length estimate.

5. Figures, tables, and supplementary materials

5.1. Figures and tables

Figures and tables should be placed in the body of the manuscript. Standard L^AT_EX environments should be used to place tables and figures:

```
\begin{figure} [htbp]
\centering\includegraphics[width=7cm]{opticafig1}
\caption{Sample caption (Fig. 2, \cite{Yelin:03}).}
\end{figure}
```

5.2. Supplementary materials in Optica journals

Optica journals allow authors to include supplementary materials as integral parts of a manuscript. Such materials are subject to peer-review procedures along with the rest of the paper and should be uploaded and described using Optica's Prism manuscript system. Please refer to the [Author Guidelines for Supplementary Materials in Optica Journals](#) for more detailed instructions on labeling supplementary materials and your manuscript.

Authors may also include Supplemental Documents (PDF documents with expanded descriptions or methods) with the primary manuscript. At this time, supplemental PDF files are not accepted for partner titles, JOCN and Photonics Research. To reference the supplementary document, the statement "See Supplement 1 for supporting content." should appear at the bottom of the manuscript (above the References heading).

5.3. Sample Dataset Citation

1. M. Partridge, "Spectra evolution during coating," figshare (2014), <http://dx.doi.org/10.6084/m9.figshare.1004612>.

5.4. Sample Code Citation

2. C. Rivers, "EpiPy: Python tools for epidemiology," figshare (2014) [retrieved 13 May 2015], <http://dx.doi.org/10.6084/m9.figshare.1005064>.

6. Mathematical and scientific notation

6.1. Displayed equations

Displayed equations should be centered. Equation numbers should appear at the right-hand margin, in parentheses:

$$J(\rho) = \frac{\gamma^2}{2} \sum_{k(\text{even})=-\infty}^{\infty} \frac{(1 + k\tau)}{[(1 + k\tau)^2 + (\gamma\rho)^2]^{3/2}}. \quad (1)$$

All equations should be numbered in the order in which they appear and should be referenced from within the main text as Eq. (1), Eq. (2), and so on [or as inequality (1), etc., as appropriate].

107 7. Backmatter

108 Backmatter sections should be listed in the order Funding/Acknowledgment/Disclosures/Data
109 Availability Statement/Supplemental Document section. An example of backmatter with each of
110 these sections included is shown below.

111 **Funding.** Content in the funding section will be generated entirely from details submitted to Prism.
112 Authors may add placeholder text in the manuscript to assess length, but any text added to this section
113 in the manuscript will be replaced during production and will display official funder names along with
114 any grant numbers provided. If additional details about a funder are required, they may be added to the
115 Acknowledgments, even if this duplicates information in the funding section. See the example below in
116 Acknowledgements.

117 **Acknowledgments.** Additional information crediting individuals who contributed to the work being
118 reported, clarifying who received funding from a particular source, or other information that does not fit the
119 criteria for the funding block may also be included; for example, “K. Flockhart thanks the National Science
120 Foundation for help identifying collaborators for this work.”

121 **Disclosures.** Disclosures should be listed in a separate nonnumbered section at the end of the manuscript.
122 List the Disclosures codes identified on Optica’s [Conflict of Interest policy page](#), as shown in the examples
123 below:

124 ABC: 123 Corporation (I,E,P), DEF: 456 Corporation (R,S). GHI: 789 Corporation (C).

125 If there are no disclosures, then list “The authors declare no conflicts of interest.”

126 **Data Availability Statement.** A Data Availability Statement (DAS) will be required for all submissions
127 beginning 1 March 2021. The DAS should be an unnumbered separate section titled “Data Availability”
128 that immediately follows the Disclosures section. See [Optica’s Data Availability Statement policy page](#) for
129 more information.

130 Optica has identified four common (sometimes overlapping) situations that authors should use as guidance.
131 These are provided as minimal models, and authors should feel free to include any additional details that
132 may be relevant.

133 1. When datasets are included as integral supplementary material in the paper, they must be declared
134 (e.g., as “Dataset 1” following our current supplementary materials policy) and cited in the DAS, and
135 should appear in the references.

136 **Data availability.** Data underlying the results presented in this paper are available in Dataset 1,
137 Ref. [3].

138 2. When datasets are cited but not submitted as integral supplementary material, they must be cited in
139 the DAS and should appear in the references.

140 **Data availability.** Data underlying the results presented in this paper are available in Ref. [3].

141 3. If the data generated or analyzed as part of the research are not publicly available, that should be
142 stated. Authors are encouraged to explain why (e.g. the data may be restricted for privacy reasons),
143 and how the data might be obtained or accessed in the future.

144 **Data availability.** Data underlying the results presented in this paper are not publicly available at
145 this time but may be obtained from the authors upon reasonable request.

146 4. If no data were generated or analyzed in the presented research, that should be stated.

147 **Data availability.** No data were generated or analyzed in the presented research.

148 **Supplemental document.** See Supplement 1 for supporting content.

149 8. References

150 Proper formatting of references is extremely important, not only for consistent appearance but
151 also for accurate electronic tagging. Please follow the guidelines provided below on formatting,
152 callouts, and use of BibTeX.

153 8.1. Formatting reference items

154 Each source must have its own reference number. Footnotes (notes at the bottom of text pages)
155 are not used in Optica journals. References require all author names, full titles, and inclusive
156 pagination. Examples of common reference types can be found on the [Author and Reviewer](#)
157 [Resource Center](#).

158 The commands `\begin{thebibliography}{} and \end{thebibliography}` for-
159 mat the section according to standard style, showing the title **References**. Use the `\bibitem{label}`
160 command to start each reference.

161 8.2. Formatting reference citations

162 References should be numbered consecutively in the order in which they are referenced in the
163 body of the paper. Set reference callouts with standard `\cite{}` command or set manually
164 inside square brackets [1].

165 To reference multiple articles at once, simply use a comma to separate the reference labels, e.g.
166 `\cite{Yelin:03,Masajada:13,Zhang:14}`, produces [1–3].

167 8.3. BibTeX

168 BibTeX may be used to create a file containing the references, whose contents (i.e., contents of
169 .bbl file) can then be pasted into the bibliography section of the .tex file. A BibTeX style file,
170 `optica.jnl.bst`, is provided.

171 If your manuscript already contains a manually formatted `\begin{thebibliography}...`
172 `\end{thebibliography}` list, then delete the `latexmkrc` file (if present) from your
173 submission files. However you should ensure that your manually-formatted reference list adheres
174 to the Optica style accurately.

175 9. Conclusion

176 After proofreading the manuscript, compress your .tex manuscript file and all figures (which
177 should be in EPS or PDF format) in a ZIP, TAR or TAR-GZIP package. All files must be
178 referenced at the root level (e.g., file `figure-1.eps`, not `/myfigs/figure-1.eps`). If
179 there are supplementary materials, the associated files should not be included in your manuscript
180 archive but be uploaded separately through the Prism interface.

181 Add references with BibTeX or manually. [1–8]

182 References

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200 org/10.6084/m9.figshare.1005064](http://dx.doi.org/10.6084/m9.figshare.1005064).