

Dear Author,

Enclosed is the Antenna Measurement Techniques Association (AMTA) Author's Kit for preparing your manuscript for the 2026 AMTA Symposium. Please read carefully. This year's Author's Kit includes:

1. AMTA Commercialism Guidelines describing expectations regarding the content of all technical publications that are part of AMTA, including papers, posters, and presentations.
2. AMTA 2026 Manuscript Preparation Instructions.
3. AMTA 2026 Oral (Electronic) Presentation Instructions
4. AMTA 2026 Poster Presentation Instructions

**AMTA papers undergo a thorough peer-review process. The Technical Coordinator and Committee will ensure that all papers adhere to IEEE standards, thereby guaranteeing the quality of the publications. This comprehensive review process is designed to maintain high academic standards and provide valuable contributions to the field.**

The AMTA Release Form granting AMTA permission to copy/distribute your paper(s) in the 2026 AMTA Proceedings and in our database is provided separately in fillable pdf format and can be downloaded from the [Author Center](#) on the AMTA 2026 website. This form also allows for authors to authorize release of their papers for inclusion in the IEEE Xplore database.

Submission of the AMTA Release Form and compliance with the paper preparation guidelines is required for your paper to be accepted and published in the AMTA 2026 Proceedings. All accepted papers must be presented at the AMTA 2026 symposium by a registered author in order to be published in the Proceedings and IEEE Xplore. Additional information will be provided to authors with abstracts accepted for presentation.

The manuscripts will appear in the Proceedings exactly as submitted with the exception of page numbering added by the printer. Manuscripts are limited to six (6) pages. All papers should be in high quality PDF Format and submitted electronically on-line.

**All authors must perform a PDF compatibility check using IEEE PDF eXpress (<https://ieeepdf-express.org/>) prior to submitting their manuscript for review. This format check is required for all submissions, even if authors will not request publication in IEEE Xplore. Authors bear the ultimate responsibility for manuscript quality review, but if errors are found, papers may be returned by the Technical Coordinator to the authors for correction by the publication deadline. When logging in, please use the conference ID No. (TBD).**

**Do not forget to submit your AMTA release form!**

Below is a quick summary checklist to follow for you to successfully complete your AMTA submission:

1. Submit final, format checked manuscript PDF by July 13 of 2026 via the AMTA submission site to assure its inclusion in the final AMTA 2026 Technical Program and Proceedings. Submissions after this date are not guaranteed to be included in the Proceedings.
2. Upload your completed and signed Release Form granting AMTA permission to copy and distribute as part of the Proceedings. Your manuscript cannot be included in the Proceedings unless a completed and signed Release Form is received.
3. If you have any questions regarding the paper submittal process, please do not hesitate to reach out.

Warm wishes for an excellent AMTA 2026 Symposium,

Dr. Michael D. Foegelle  
AMTA 2026 Technical Coordinator  
Email: [technical-coordinator@amta.org](mailto:technical-coordinator@amta.org)

## **The AMTA Organization**

The activities of the AMTA organization shall be conducted in a manner that is free of bias and shall not imply AMTA endorsement, approval, or certification of any commercial, academic, or government organization. Opportunities for the recognition of organizations through sponsorships, advertising, hosting a symposium, and other acknowledgements shall be widely available and administered fairly. The inclusion of commercial information in any AMTA forum shall be done in a fair and unbiased way so as to avoid exclusive promotion of a product or organization.

AMTA may use commercial and organizational names and logos to recognize sponsors, advertisers, symposium hosts, or to acknowledge other contributions to the association. Recognition may be given in many forms, such as on event banners, proceedings, newsletters, websites, technical literature, educational materials, and other public displays or publications. AMTA use of commercial or organizational names and logos shall not be done in ways that imply AMTA endorsement, approval, or certification. When AMTA symposia, publications, and other activities are sponsored by commercial entities or other organizations, the opportunities for sponsorship shall be widely available and fairly administered.

To disseminate knowledge and fulfill its objectives, AMTA publishes literature, provides educational programs, conducts technical meetings, and makes available data in electronic form. AMTA technical literature and educational materials may be sponsored if the content of the material remains bias free, if equal opportunities are provided to commercial interests, and if such sponsorship is made public. These publications and activities may also include commercial names, logos, and product names to promote understanding of technical content and awareness of available technology. Such recognition, however, must not imply AMTA endorsement of a product or service.

### **Commercialism Guidelines**

The Antenna Measurement Techniques Association (AMTA) is an international non-profit professional organization dedicated to the development, application, and dissemination of advanced antenna, radar signature, and related measurement technologies. AMTA members come from variety of backgrounds including industry, government, and educational institutions, and from many countries around the world.

Throughout its history, the annual AMTA symposium and exhibition has demonstrated a high degree of cooperation between its members who have widely varied and sometimes competing interests. AMTA seeks to have a balanced approach that allows the needs of all organizations to be represented. Professionalism, mutual respect, and fairness are expected and are generally exemplified by all AMTA members and participants.

As AMTA becomes more global, forms relationships with other organizations, and establishes local nodes, it is important to provide guidance on commercialism that reflects the character of the organization. This guideline is intended to convey the spirit of cooperation that exists within the association and to establish expectations for current members, local organizations, and future symposia.

## **Disclaimer of AMTA Export Control Responsibility**

AMTA does not review, verify, or warrant the export control status of any materials, technical papers, technical data, presentations, software, or information provided by its members, authors, speakers, exhibitors or other third parties. The responsibility for determining whether Provided Materials are export-controlled, obtaining necessary licenses or authorizations, and ensuring compliance with all applicable export laws and regulations rests solely and exclusively with the individual or entity providing, accessing, or using such materials.

*AMTA expressly disclaims any and all liability, damages, or responsibility for any violations of export control laws or regulations resulting from the dissemination, access, or use of Provided Materials within its forums, publications, events, or databases.*

## **Guidelines for Technical Publications and Presentations**

The intent of any publication or presentation included in an AMTA program should be to educate the AMTA audience about new research and advances in methods, equipment, and technology that improve or demonstrate the application of measurement techniques. These may include mention of specific commercial names and products where necessary to promote understanding. Therefore, commercial names, product names, and company logos are permitted in presentations and papers where it is pertinent to a better understanding of antenna measurement technology, such inclusion is largely incidental to the technical discussion, AMTA endorsement is not conveyed, and there is no implication that the audience is required to use the commercial entity. AMTA papers are subjected to a thorough peer-review process before being published in IEEE Xplore. The Technical Coordinator and Committee will ensure that all submissions comply with IEEE standards, thus ensuring the quality of the publications. This detailed review process is integral to maintaining high academic standards. Additionally, authors must follow the templates provided for papers, posters, and presentations to ensure consistency and adherence to guidelines.

The following practices are discouraged in technical publications and presentations:

- Excessive use of commercial product names, company names, and logos
- Non-technical discussions of the advantages of a given product
- Comparison of one supplier's product to another supplier's product
- Detailed description of a product that does not represent an advance in technology
- Product descriptions without explaining the pertinent technology
- Company overviews
- Pricing, delivery, and other commercial terms & conditions

Commercial names, product names, and company logos may also be used in presentations and papers for the following reasons:

- To provide a better understanding of the subject matter discussed
- To provide author identification or to acknowledge contributions
- To allow accurate reproduction of the work described

## **Guidelines for Exhibits**

Exhibits are a very significant part of the annual AMTA symposium and regional event, and they provide a substantial opportunity for attendees to gain deeper insight into the latest technologies available in the industry. Exhibitors are expected and encouraged to take full advantage of this opportunity to promote their company, products, and services. Within the exhibit area, exhibitors may provide publications and presentations that do not meet the general guidelines of the AMTA technical publications and presentations.

However, exhibitors must not imply AMTA endorsement of any company, product, or service.

## AMTA 2026 MANUSCRIPT PREPARATION INSTRUCTIONS

1. **AMTA papers are subjected to a thorough peer-review process before being published in IEEE Xplore. The Technical Coordinator and Committee will ensure that all submissions comply with IEEE standards, thus ensuring the quality of the publications. This detailed review process is integral to maintaining high academic standards. Additionally, authors must follow the templates provided for papers, posters, and presentations to ensure consistency and adherence to guidelines. While authors bear the ultimate responsibility for their manuscript quality, if issues or errors are found by the reviewers, papers will be returned to the authors for correction before the publication deadline.**
2. The proceedings will be generated from electronic copy as submitted by the authors electronically in high quality PDF format.
3. The manuscripts should be prepared using either the Microsoft Word or LaTeX template found on the [Author Center](#) page on the AMTA 2026 website. These templates have been adopted directly from the IEEE reference templates to ensure compatibility with IEEE Xplore.
4. All papers must be exported to PDF *without page numbers* (page numbers will be added in the proceedings) and checked for IEEE Xpress compatibility using IEEE PDF eXpress (<https://ieeepdf-express.org/>), even if authors will not request publication in IEEE Xplore, prior to submitting the manuscript for review. Papers that have not passed the PDF eXpress check will not be reviewed. Please use conference ID No. (TBD) when logging in to PDF eXpress.
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6. Please virus scan your electronic submission prior to submitting your paper.
7. The manuscript length is limited to six (6) pages, including all charts, tables, diagrams, photographs, etc. No page numbers should appear on the manuscript. The file size must be 20 MB or less. Files larger may not be accepted by the submission site.
8. Figures, sketches, and illustrations may be included within the text provided they fit within the two-column format. Otherwise, include those that are too large at the end. Figures must be incorporated within the paper and not submitted in separate files.
9. Color photographs may be used electronically, but keep in mind that the proceedings will be printed using a black and white (gray scale) version. The digital Proceedings, as well as the AMTA archive, will preserve all color figures wherever possible.
10. **ALL PAPERS MUST BE APPROPRIATELY REFERENCED.** References are to be listed and numbered at the end of text. List authors first, followed by title, then journal name (in italics), page numbers, and date. The paper is to demonstrate your contribution with appropriate credit given to previous work.

## AMTA 2026 ORAL PRESENTATION INSTRUCTIONS

The oral presentation will be in electronic format. A Microsoft PowerPoint template is available for download from the [Author Center](#) on the AMTA 2026 website.

Each presentation is limited to 15 minutes. There will be 3 additional minutes for questions.

Please bring your presentation file to the audio-visual table at least one session before your scheduled session. Please report to the A/V desk at the beginning of the speaker before you in order to be equipped with a microphone. For the first speakers of the session, please report to the A/V desk during the break preceding your presentation.

1. The physical setup will be one large projector connected to an AMTA computer that will have the following two primary software options already installed:
  - (a) Microsoft Power Point (filetype: PPTX)
  - (b) Adobe Acrobat Reader (filetype: PDF)

All images, videos, custom fonts, etc. must be embedded in the presentation file.

2. Please bring your presentation in one of the two supported formats on a USB Flash Drive for transfer to the AMTA computer. Alternatively, oral presentation slides emailed to the Technical Coordinator in PPTX/PDF format, no later than Sunday, October 25, 2026, will be loaded onto the presentation computer for you. Please use AMTA 2026 Presentation as the subject.
3. Virus Scanning: Please pre-scan all files brought to AMTA. The presentation computer will also have anti-virus software to scan all presentations. If your presentation is infected with a virus, you will not be allowed to use the AMTA electronic presentation computer.

Presented papers will be included in the Proceedings and authors will also have the option to have their paper included with AMTA 2026's submission to IEEE Xplore.

## AMTA 2026 POSTER PRESENTATION INSTRUCTIONS

AMTA 2026 includes poster sessions to accommodate additional high-quality papers and promote more intimate and in-depth interactions with the audience.

1. Each poster should be in landscape (48 inches x 36 inches). A Microsoft PowerPoint template is available for download from the [Author Center](#) on the AMTA 2026 website.
2. Authors who present in a poster session should print their posters and bring them to the symposium. Presenters will be asked to mount their single-sheet poster on the designated poster boards provided before each poster session. Poster attachment kits will be provided. Poster presenters are expected to be present for questioning during the full 90-minute session.
3. Presenters should remove posters immediately following the poster session. Posters left overnight may be removed and discarded. AMTA 2026 will not be responsible for any missing posters.

Presented poster papers will be included in the Proceedings and authors will also have the option to have their paper included with AMTA 2026's submission to IEEE Xplore.