

# MAMA-SYNTH at MICCAI 2026

## Camera-Ready Submission Checklist for Authors

Please prepare the final submission package for each accepted paper according to the requirements below and submit it to MAMA-SYNTH OpenReview page.

### 1. Folder Naming

Create a separate folder for each paper using the following naming convention:

MAMA-SYNTH\_XXX

Where:

- MAMA-SYNTH is the acronym of the Satellite Event.
- XXX is the submitted paper ID.

Example:

MAMA-SYNTH\_123

### 2. Required Files in Each Paper Folder

#### 2.1 Camera-Ready Paper PDF

Submit the final camera-ready PDF of the paper.

The filename must strictly follow this format:

MAMA-SYNTH\_XXX.pdf

Example:

MAMA-SYNTH\_123.pdf

Please make sure that:

- The PDF is the final camera-ready version.
- The paper title, author names, author order, and affiliations are correct.
- The PDF opens correctly.

- All fonts, figures, tables, equations, and references display properly.
- The file does not contain comments, tracked changes, annotations, or unnecessary pages.

## 2.2 Supplementary Material PDF, if applicable

If the paper includes supplementary material, combine all supplementary content into one PDF file.

The filename must be:

`MAMA-SYNTH_XXX_supp.pdf`

Example:

`MAMA-SYNTH_123_supp.pdf`

No supplementary file is required if the paper does not have supplementary material.

## 2.3 Manuscript Source Files

Submit the source files used to generate the final camera-ready PDF.

### For papers prepared using the Word template

Submit the final Word source file and rename it as:

`MAMA-SYNTH_XXX_source.docx`

Example:

`MAMA-SYNTH_123_source.docx`

### For papers prepared using the LaTeX template

Compress all required LaTeX source files into one ZIP file named:

`MAMA-SYNTH_XXX_source.zip`

Example:

`MAMA-SYNTH_123_source.zip`

The LaTeX source ZIP file should include:

- All `.tex` files used for the manuscript.
- All figure files, such as `.ps`, `.eps`, `.jpg`, `.jpeg`, `.png`, and `.pdf`.
- The `.bib` file, if BibTeX is used.
- Any additional style files required for compilation.
- Any non-standard fonts or files that are not generally available from CTAN but are required to compile the paper.

Please remove files that are not required for compilation, such as:

- .aux
- .log
- .out
- .toc
- .synctex.gz
- Old PDF versions
- Unused figures
- Other temporary or intermediate files

Before submission, please test the source package and make sure that it compiles successfully and produces a PDF consistent with the submitted camera-ready version.

## 2.4 Signed License to Publish Form

Each paper must include a signed License to Publish form.

Please use the prefilled form provided by the organizers:

`SNCS_ProceedingsPaper_LTP_ST_SN_Switzerland_prefilled.docx`

You can find it [here](#).

Requirements:

- The form must be signed by the corresponding author.
- Authors must not edit any information that has already been prefilled.
- Complete all required fields and signatures.
- Place the signed form in the corresponding paper folder.
- Make sure the signed file is complete, legible, and opens correctly.

## 3. Author Information

Please also provide the following information to the MAMA-SYNTH organizers for the Table of Contents.

### 3.1 Full Author List

The author order must be exactly the same as in the paper.

Use the following format:

`Last name, First name Optional middle name or middle initials`

Separate authors using semicolons.

All initials must be followed by a period, with a space between multiple initials.

Example:

Smith, John A.; Doe, Jane Anne Bobby

Please verify that:

- All author names are spelled correctly.
- The author order matches the paper exactly.
- First names and last names are clearly identified.
- Middle names or initials are formatted consistently.
- Authors are separated by an English semicolon ;.

### 3.2 Corresponding Author

Provide the corresponding author's name in the following format:

Last name, First name Optional middle name or middle initials

Example:

Smith, John A.

The corresponding author should be the same person who signs the License to Publish form.

## 4. Recommended Folder Structure

For papers prepared in Word:

```
MAMA-SYNTH_123/  
├─ MAMA-SYNTH_123.pdf  
├─ MAMA-SYNTH_123_supp.pdf          (if applicable)  
├─ MAMA-SYNTH_123_source.docx  
└─ signed_LTP_form.docx or .pdf
```

For papers prepared in LaTeX:

```
MAMA-SYNTH_123/  
├─ MAMA-SYNTH_123.pdf  
├─ MAMA-SYNTH_123_supp.pdf          (if applicable)  
├─ MAMA-SYNTH_123_source.zip  
└─ signed_LTP_form.docx or .pdf
```

## 5. Final Submission Checklist

Before submitting, please confirm that:

- The folder name follows the format `MAMA-SYNTH_XXX`.
- The paper PDF is named `MAMA-SYNTH_XXX.pdf`.
- The PDF is the final camera-ready version.
- The supplementary material, if applicable, is combined into one PDF and correctly named.
- The Word source file is correctly named, or the complete LaTeX source package is provided.
- The LaTeX source package compiles successfully.
- The source files generate content consistent with the final paper PDF.
- The License to Publish form has been signed by the corresponding author.
- The prefilled information in the License to Publish form has not been modified.
- The full author list and author order have been checked.
- The corresponding author's name has been confirmed.
- All submitted files open correctly.
- The folder does not contain unrelated files, temporary files, or outdated versions.