

TYPES OF SUBMISSIONS

a) Full conference articles. Authors are invited to submit papers (**maximum 6-pages length** including a title, abstract, keywords, main body, figure(s), table(s) and references) reporting original research of theoretical or applied nature. Accepted papers exceeding the normal length may be included in the proceedings upon payment of over-length page charges for each page in excess of six pages, up to a maximum of **two additional pages**. Two broad categories of full conference articles can be submitted to the conference:

Original research articles. These articles report original research with broad scientific significance and importance. Case study and empirical research articles fall into this category as well.

Review. These papers provide extensive overview and thorough assessment of recent developments in selected areas that fall within the aims and scope of the conference.

b) Extended abstract. The extended abstract must be clear and concise addressing scientific questions that are relevant to the topic(s) of the conference. The abstracts should be no more than **500-600 words**, with clear description of research question, importance and relevance of the research question, methods, and results and main findings or expected results and findings. A **maximum one figure/table** can be included in extended abstract submission.

PREPARATION

New submissions

Authors need to submit their manuscript as a **single Word document file** to be used in the refereeing process. It should contain high enough quality figures for refereeing. The online submission system automatically converts your file to a single PDF file, which is used in the peer-review process.

Formatting requirements

All manuscripts must contain the essential elements needed to convey your manuscript, for example Abstract, Keywords, Introduction, Materials and Methods, Results, Conclusions, Artwork and Tables with Captions. Divide your article into clearly defined and numbered sections. Subsections should be numbered 1.1 (then 1.1.1, 1.1.2, ...), 1.2, etc. (the abstract is not included in section numbering). Use this numbering also for internal cross-referencing: do not just refer to 'the text'. Any subsection may be given a brief heading. Each heading should appear on its own separate line. Use **Times New Roman font, size 10** for all Section and subsections headings and captions.

Figures and tables embedded in text

Please ensure the figures and the tables included are placed next to the relevant text in the manuscript, rather than at the bottom or the top of the file. The corresponding caption should



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be placed directly below the figure or table. Use **Times New Roman font, size 9** for the text in each table.

Peer-review process

Authors might suggest the names of **three international, independent potential reviewers** (with full contact details) while submitting their full conference papers via the online submission system. All manuscripts are sent to at least two independent reviewers to ensure both accuracy and relevance to the conference. The final decision on acceptance will be made by the Editor(s). Manuscripts may be sent back to authors for revision if necessary. Revised manuscript submissions should be made as soon as possible (**within 3 weeks**) after the receipt of the reviewer's reports.

ARTICLE ELEMENTS

Title. Concise and informative. Titles are often used in information-retrieval systems. Avoid abbreviations and formulae where possible. A **maximum of 15 word limits** applies for the title.

Author names and affiliations. Please clearly indicate the given name(s) and family name(s) of each author and check that all names are accurately spelled.

Corresponding author. Clearly indicate who will handle correspondence at all stages of refereeing and publication, also post-publication. This responsibility includes answering any future queries about Methodology and Materials. Ensure that the **e-mail address** is given and that contact details are kept up to date by the corresponding author.

Abstract. A concise and factual abstract is required. The abstract should state briefly the purpose of the research, the principal results and major conclusions. Also, non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself. A **maximum of 150 word limits** applies for the abstract.

Keywords. Immediately after the abstract, provide a **maximum of 6 keywords**, using American spelling and avoiding general and plural terms and multiple concepts. These keywords will be used for indexing purposes.

Introduction. State the objectives of the work and provide an adequate background, a literature survey might be also included in this section or in a separate section.

Material and methods. Provide sufficient details to allow the work to be reproduced by an independent researcher. Methods that are already published should be summarized, and indicated by a reference. If quoting directly from a previously published method, use quotation marks and also cite the source. Any modifications to existing methods should also be described.

Results. Results should be clear and concise.

Discussion. This should explore the significance of the results of the work, not repeat them. A combined Results and Discussion section is often appropriate. Avoid extensive citations and discussion of published literature.



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Conclusions. The main conclusions of the study may be presented in a short Conclusions section, which may stand alone or form a subsection of a Discussion or Results and Discussion section.

Table(s)/Figure(s). Please submit tables as editable text and not as images. Table(s)/figure(s) should be placed either next to the relevant text in the article. Number table(s)/figure(s) consecutively in accordance with their appearance in the text and place any table notes below the table body. Please **avoid using vertical rules and shading in table cells.**

References. Please ensure that every reference cited in the text is also present in the reference list (and vice versa) using **APA referencing style**. Any references cited in the abstract must be given in full. Unpublished results and personal communications are not recommended in the reference list, but may be mentioned in the text.