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## GUIDELINES FOR AUTHORS

Guidelines for authors are given within this document for conference papers submitted for presentation at IIR conferences.

Dear authors, before you begin, we kindly invite you to carefully read this document and to ensure you have fully addressed the following relevant points for a successful preparation, submission, and consideration of your manuscript.

- **Ethics in publishing**

The paper should present content that has not been previously published or being under review or consideration for publication elsewhere.

- **Unlimited number of submissions**

An author can submit, alone or in collaboration with co-authors, one or several original papers within the scope of the scientific and technical program themes of the conference. If one author submitted more than one paper, the author should make sure (with the conference' organisers) that the relative presentations are not overlapping.

- **Paper presentation**

Authors or co-authors must personally present their papers at the conference otherwise their paper will be removed from the book of proceedings.

- **Copyright**

All authors are requested to assign the copyright of their conference materials (paper, PowerPoint presentation, poster...) to IIR by signing the Copyright Transfer Policy (CTP) upon submitting any final content. The CTP is made available for authors directly from the conference website or the paper submission platform or directly sent by the conference organisers.

- **Open Access**

Authors are entitled to publish their papers under open access in the FRIDOC database available in IIR website and on the website of their university or company. For this purpose, the authors should obtain a written consent from the IIR.

- Paper preparation

### DOI

The IIR aims to perform high quality conference proceedings. Each accepted paper will be attributed a unique DOI number. **The DOI will facilitate the indexation of IIR conference papers in international databases such as SCOPUS and Web of Science**, developed by Elsevier and Thomson Reuters, respectively. Each paper has a unique ID number that should be automatically generated by the paper submission platform or if not possible, are made available by the conference organisers.

The DOI is located at the top of the manuscript above the paper title (see template). **The author is requested to only act on the four-last digits of the DOI (mentioned as XXXX) by replacing them with their four-digits paper ID.**

Example: For your paper in Thermag conference, your paper ID provided by the conference management system (or organisers) is **45**, you should simply replace the DOI given at the top of the full text template as **10.18462/iir.thermag.2020.XXXX** by **10.18462/iir.thermag.2020.0045** to get the full DOI.

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Please be sure you have included a **four-digits ID in the DOI** located at the top of your paper.

### Language

The paper should be written in good English. It is possible to use either British or American English. The authors are requested to carefully check both grammatical and spelling errors before submitting their conference papers. The authors are also authorised to submit their papers in local language, in this case **an English translation of the paper MUST also be submitted.**

### General paper structure

The paper should clearly describe the scope of the subject. It should provide sufficient details on the methods applied and results obtained. The paper should also include a thoroughly elaborated discussion section and concluding remarks. The findings already published should be summarised and indicated by a reference at the end of the manuscript.

The full paper should be written using 11pt Calibri font and the text should be justified.

One **conference paper** should be containing a maximum number of words of 5,000 and a maximum number of figures/tables of 15 (references excluded).

One **keynote paper** should be containing a maximum number of words of 7,000 and a maximum number of figures/tables of 15 (references excluded).

The paper should include the following main sections in the following order:

- The Title and authors information
- The abstract (max. 150 words)
- Up to 6 keywords
- The Introduction

- The core text (main section) including methods applied, main findings and discussion
- The Conclusions
- Acknowledgements (if any)
- Nomenclature
- References

The paper structure is described in detail in the conference **paper template** to be downloaded from the conference website/platform or sent by the conference organisers. All authors are requested to **use and comply with the conference paper template**

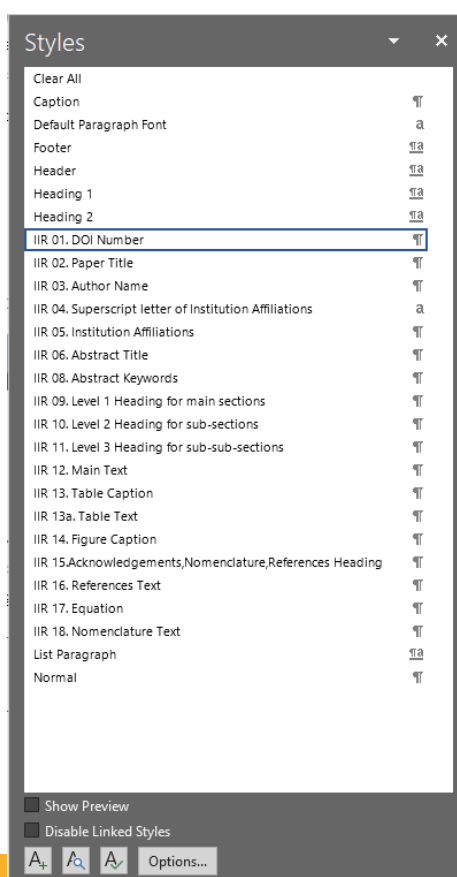
- **How to use the Template**

The Template is given in a word file format including pre-created paragraph, titles, and subtitles styles. All the text in the template is formatted. **It is very important that authors use the template and apply the requested styles**, to ensure the conformity of the papers throughout the **conference proceedings**. To create a document using this template, please do the following:

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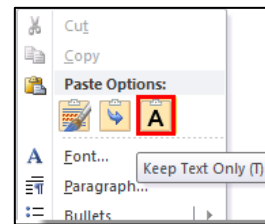
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