IICST Instructions for Authors and a Sample paper

*Innovations in Information and Communication Science and Technology*

*6th IICST International Conference*

*Uwe Serdült (Ed.)*

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**DO NOT DELETE OR MODIFY THIS TEXT-BOX.**

(The title must not be longer than two lines)

## Author1 A.A., Author2 B.B. (write only surnames and initials; use only English letters)

# 1 Author1’s Main Affiliation, e-mail@address (no “Dr.”, “Prof.”, “President”, “Lord”, etc.!!)

# 2 Author2’s Main Affiliation, e-mail@address (write 1, 2, etc. only when affiliations differ)

### ABSTRACT

Every paper must begin with an abstract of 150-200 words. Leave ~14mm (3 empty lines) between the title and the main text areas (after *e-mail*, before **ABSTRACT**). This file can be used as a template for writing your paper: simply edit the headings and copy-paste or write your text in place of these instructions. Read and strictly follow the instructions while preparing a paper for the IICST Proceedings. Papers not formatted in accordance with these instructions will not be included in the proceedings.The abstract should reflect the content of the paper and it must clearly bring out the main points of the presented study. The abstract must be specific and representative of the whole paper. It should indicate the motivation for the study, and concisely describe the study’s goals, methods, principal results, and conclusions along with implications. Usually, there are no citations made in the abstract. This section should not be written as a “short introduction” to the field and it must be contained within one paragraph.

**Key words:** Keyword one, Keyword two, Keyword three (the key words should not be too general or too specific).

### 1. Introduction

Important note: “turn on” the visibility for symbol “**¶”** and for space between symbols in the “Paragraph settings” of MS Word to better understand the format of this sample-paper.

The paper must be written in English. It should have the following contents and structure: problem statement(s), application area, research course, method used, status, result(s)/contribution(s) to the field, further research, acknowledgement (if any), references. A standard MS Word software package should be used, so that the paper is prepared and submitted in the DOCX format (not in PDF or any other format).

The Introduction section usually is to provide a larger context for the presented study, and it normally includes a (mini-)survey of the related literature, properly cited and included in the References section. The Introduction should also contain a clear formulation of the purpose of the study together with the main research question(s) addressed. The Introduction is to prepare the reader for comprehending the material of the subsequent sections.

### 2. Format

2.1 Layout and Text

Basic formatting guidelines for IICST papers are specified as follows:

1. **Use A4 Format (297 x 210 mm) only**. The 8-1/2 – 11 inches (“Letter”) size or any other non-A4 sizes will not be accepted.
2. Single column. Margins (for A4): top – 24mm; bottom – 33mm; left (inside) – 30mm; right (outside) – 20mm. Margins mirrored, different odd and even.
3. Use Times New Roman fonts, single line spacing. The font formats are as follows: **PAPER TITLE** – all capital letters, 12pt bold; **Author(s) Name(s)** – upper and lower case, 10pt bold; *Author(s) Affiliation*– upper and lower case, 10pt italic; Abstract and Key words – 10pt; **MAJOR HEADINGS** – numbered, all capital letters, 10pt bold; **Subsection Headings** – numbered, upper and lower case, the first letters capitalized, 10pt bold; although we do not recommend it, you may also create Sub-subsection headings– numbered, 10pt; main text – 10pt; **Illustration (figure and table) captions** – 10pt bold; **APPENDIX TITLES** – all capital letters, 10pt bold.
4. The length of a typical IICST paper is within 3000 to 6000 words; significantly shorter or longer papers may not be accepted.
5. Do not change (edit or remove) the default (i.e. as set in this template) page numbering and headers.

Avoid leaving a heading at the bottom of a page, with the subsequent text starting at the top of the next page. Use extra spacing (add empty lines between figures or sections) to push the headings up to the top of the same page as its text. However, please ensure the fullest possible use of the text area.

All paragraphs must be justified, with the possible exception of bulleted lists. All paragraphs but the first of each section must be indented. Do not insert extra-lines to separate paragraphs. Do not use italic and bold fonts unless for section titles and the like. For emphasis, use bulleted lists (as, for example, in the beginning of Section 2.1 of this document) and other text-structuring methods, but not italics. Consider minimizing (or even excluding completely) the use of footnotes and endnotes by incorporating relevant sentences in the main text. All cited URLs (if any) must be included in the References section, and their citations must be formatted in accordance with the relevant instructions for the authors.

Do not abbreviate text: write “do not” but not “don’t”, “is not” but not “isn’t”, “will not” but not “won’t”, etc. Use only double quotation marks when quoting text (i.e. use “some text” and do not use ‘some text’). Do not use symbols “«” and “»” anywhere in the text. As a general rule, avoid personalization: do not use “I”, “you”, “we”, “he”, etc. – use appropriate passive voice constructions instead.

2.2 Illustrations

All tables, figures, and other illustrations used must have informative captions. The captions, however, must be in addition to (and must not be considered as a replacement of) relevant descriptions of the illustrations in the main text.

No illustration can span over two or more pages – every figure and every table must be contained within one page (i.e. never use more than one page for one single illustration). When necessary, consider breaking one big figure (table) into two or more smaller ones. The figures (especially those prepared with MS Excel) do not need framing. All illustrations used in the paper (specifically, the figures) must be reproducible with a black-and-white printer. Note that many colors appear the same when emulated by the printer with gray tones. Also, pay particular attention to texts imposed on graphics and the figure legends: all texts throughout the paper (with a possible exception for figures and tables illustrating data used in the study) must be English texts, not Japanese, Russian, or any other non-English texts. All texts in the illustrations must have a font size of no smaller than 9pt but no larger than 12pt.

### 3. STRUCTURE

Typically, a scientific or technical paper has the following structure (of course, the section titles may differ): Introduction, Literature Review (or Background; can be part of Introduction), Content Sections (Model/Design Proposed, Methods Used, etc.), Experiments (if any done), Analysis (or Discussion; a thorough discussion can sometimes “substitute for” experiments), Conclusions (sometimes including Future Work), Acknowledgement, References, Appendices (if any). Each main section (except Acknowledgement) should, as a rule, be longer than one paragraph of text.

A scientific or technical paper has, therefore, the following logic flow: A problem definition; What other people did to solve the problem; Why (as the authors believe) it still has no satisfactory solution; The goal of the study (it is usually formulated so as to solve or alleviate the identified problem); The proposed (original/non-trivial) idea (concept, design, etc.) and a systematic description of what needs, in the authors’ opinion, to be done to achieve the study’s goal; An implementation (e.g. prototype, simulation, etc.) of the idea; A validation procedure (experiments) for the idea, and validation results (unlike, for example, literature and philosophy, engineering and natural sciences require every proposed idea to be validated before publication – it is not enough merely to propose an idea; the idea must be validated by the author(s)); Discussion of the (experimental) results followed by a discussion of the whole idea in a context of the related studies (e.g. those surveyed in the beginning of the paper or/and in the dedicated Discussion section); Conclusions with a clear formulation of the main contribution (as the authors see it) of the work (one contribution is usually enough). Note that Conclusions should unambiguously connect study results to the goal defined in the beginning of the paper.

### 4. Figures

Figures should be prepared carefully and should have a resolution of at least 300dpi (using a vector representation format is recommended). Place figures at the top or bottom of a page whenever possible, as close as possible to the first reference to them in the main text. Leave one empty line before every figure. Make sure that all figures are not too big but not too small either – scale all your illustrations consistently. Do not frame figures unless absolutely necessary. All figures included must be referred to in the main text. Refer to one figure as, for example, “see Figure 1 for details” (not “Fig. 1”), and to several figures as, for example, “see figures 1-3”. Place figure captions immediately after the figures. Leave one empty line after each figure caption. We recommend you insert figures as (plain) “picture” objects in the text.

Fig. 1. Caption of the figure: left justified, subsequent text indented (no full stop “.” in the end)

A critically important note: all illustrations used must be original, newly created by the authors of the paper. For each and every illustration previously published (if any included), written permissions for reuse must be obtained from the publisher and submitted together with the paper. Submissions with suspected copyright or plagiarism issues will be disqualified from the conference.

### 5. Tables

Place tables at the top or bottom of pages whenever possible, as close as possible to the first reference to them in the main text (use a few extra lines to “move” a table to the new page when necessary). The caption of a table should be left justified, subsequent text indented. All tables included must be referred to and described in the main text. Refer to one table as, for example, “see Table 1 for details”, and to several tables as, for example, “see tables 1-3”. Place table captions immediately before the tables. Leave one empty line before every table caption, and one more empty line – right after each table. Do not use line weights less than 3/4pt or more than 2pt for the table borders.

**Table 1. Caption of the table, left justified, subsequent text indented (a full stop “.” in the end).**

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### 6. Equations

“Principal” equations, which are repeatedly referred to in the text, must be centered and numbered consecutively, from 1 upwards, as in the following example:

, (1)

where *A*, *B*, and *C* are some constants. Do not use section-dependent numbering, such as (6.1) or the like. Note that each equation number (e.g. “(1)” in the example above) must be placed at the very end of the line, with one empty line preceding the equation, and one empty line immediately following it. Also note that all notations used must be clearly defined before or immediately after the equations. In certain cases, a separate (non-numbered) section called Notations can be created to list and explain all the notations used throughout the paper. Such a section can be placed before the Introduction.

Other equations can be formatted as “inline equations” (with no specific numbers assigned), e.g. , where *x* and *y* are some parameters. Use the built-in Microsoft Word equation editor. Refer to one equation as, for example, “Equation (1) assumes that”, and to several equations as, for example, “based on equations (1-3)”.

### 7. Cited literature

Referring to related work is extremely important for your paper. Appropriate citations included in the text serve to: *a*) provide a broader context for the reader, and *b*) demonstrate the author(s)’ expertise in the field. Keep in mind that papers with few (less than 5) citations may often be ignored (not read) by domain experts, while excessive self-citation (i.e. referring to more than 2 of your own publications) may often be considered as a sign of the author(s)’ low competence and/or inadequate professional culture. Also note that papers with no citations included, while quite appropriate for publication in a newspaper or on a private website, can hardly be considered scientific or technical professional publications. Such papers will not be accepted for publication in the IICST Proceedings. As a general rule, however, avoid citing textbooks, reference books (encyclopedias), manuals, Wikipedia, private blogs, and the like.

When a publication is referred to in the text, strictly the IEEE Reference Guide [1].

### 8. Submission of the paper

Read your whole paper from the beginning to the end several times before submitting it to the conference. Use the IICST website [2] to submit the paper as a single PDF file for review. Appendix 1 presents the submission schedule of the IICST 2021 Conference.

Note that once a paper is submitted, it will not be possible to re-submit or modify the paper after the submission deadline. Therefore, make sure that the whole paper (and not just its main text) has been thoroughly proofread before submitting it. Papers of inferior quality (format or English) will not be included in the conference proceedings.

### 9. Conclusions

We look forward to receiving your IICST 2021 paper and to seeing you at the conference.

Should you have any questions regarding paper preparation or submission, or conference attendance, please do not hesitate to contact the Program Committee [2].

### Acknowledgement

This section is optional. Here, you may acknowledge financial or other support received.

### References

Leave 3 empty lines before the title of this section. The list of references should be arranged alphabetically according to the first author’s surname, subsequent lines indented. Strictly follow the rules defined in the IEEE manual [1] for citing related work and documenting the references. Do not use symbols “//”, “/”, “«”, and “»” in the references. All the references listed in this section must be cited directly in the main body of the paper. Papers with no citations in the main text will not be accepted for publication. Below, these are references for the citations made in this document:

1. IEEE. *IEEE Reference Guide*. (2021). Accessed: Mar. 11, 2021. [Online]. Available: <https://ieeeauthorcenter.ieee.org/wp-content/uploads/IEEE-Reference-Guide.pdf>

2. IICST2021. “6th IICST International Conference.” <https://iicst.tech/> (accessed Mar. 11, 2021).

### APPENDIX 1: IICST2021 SCHEDULE

First call for papers

—March, 2021

Abstract (150-200 words) submission (optional)

— June 15, 2021

Invitation to submit full papers / Second call for papers

— July 01, 2021

Full paper submission

— September 01, 2021

Notification of acceptance

— September 20, 2021

Registration due – October 10, 2021

Conference

— November 1-2, 2021 (conference proceedings released)

Request for re-submission of selected papers

— November 10, 2021

Selected papers re-submission due

— January 10, 2022

Post-conference publication of the selected papers

— 2022 (depending on publisher’s schedule).