

Preparing your full paper or extended abstract for ICA CCR EU 2021 Conference (Times New Roman - Bold – 14pt – Capital letter only for the 1st word and proper nouns)

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Abstract - For full paper only, here a short summary that reflects the content of the article. The abstract follows the addresses and should give readers concise information about the content of the article and indicate the main results obtained and conclusions drawn. The abstract text should contain between 75 to 150 words. The abstract text should be formatted using 11 point Times New Roman. Full paper must contain a short summary that reflects the content of the article. Full paper must contain a short summary that reflects the content of the article.

Keywords: One, Two, Three, Four, Five, up to 6 words, arranged in alphabetical order.

1. Format title: bold 12 pt

Authors of the accepted abstracts are required to develop them into a full paper or a long abstract. This document presents the instructions needed to prepare the manuscripts to be included in the proceedings of the Conference ICA CCR EU 2021 to be held online from July 7-9, 2021. The manuscript can be a full paper or an extended abstract. It should be written in English. A digital version of the Proceedings will be available for the participants during the conference.

1.1. Subtitle

It should start with the paper's title, authors, authors' affiliation, contact e-mail, followed by the abstract's text for full papers only and the keywords (up to six). Please, indicate the presenting author with an asterisk. Title of the manuscript should be the same as that of abstract (if you wish a change, ask us by mail contact@ica-ccr2021.eu). Use A4 size paper (210 mm × 297 mm) - Single column format - Margins 2 cm (Up, Down, Left, Right) - **Pages are NOT numbered - NO heading.**

Font: Times New Roman. Use the following levels of this font type to describe the different sections of your extended abstract. Title: 14-pt Bold, Authors: 12-pt Bold, Heading 1: 12-pt Bold, Heading 2: 12-pt, Heading 3: 12-pt, Normal: 12-pt, Footer notes: 9-pt.

Line spacing: single-spaced text (0 before and 0 after) but leave a single line space (12pt) between headings and body text, body text and next heading; and between paragraphs. After the title of table or figure, the line is 6 pt. Paragraphs are fully justified.

1.2. Manuscript length

Extend Abstract should have max 3 pages (800-1200 words)¹.

Full Paper should have max 18 pages (5000-7000 words).

1 An extended abstract should contain references, comparisons to related work, key theories, and other details found in an extended paper. Thus, an extended abstract is more than a long abstract. It should clearly specify theoretical and empirical gaps that the researcher is addressing, a concise review of seminal work, a brief description of the methodology used, results obtained, the expected contributions(s) to theory and practice, and the conclusion resulting from the study.

These lengths include abstract (for the full paper only), references [1]. Supporting figures and tables of the results are not counted in the word limit.

Tables, figures and pictures are included in the text. They should be numbered serially. Titles are 12-pt regular type. After the title, a single line space of 6-pt.

Table 1. Exemple table for the manuscript

Column Heading 1	Column Heading 2
Line 1	Line 1
Line 2	Line 2

Note:

Source: authors

Notes and source are in 9 pt and sources appear in italics. Tables may have a concise legend explaining the abbreviations used, the units...

Figures include charts, graphs, and drawings. All figures and other graphics should be embedded, or electronically placed, within the text immediately after the first point of reference. Insert the figure in line with the text using the *Insert→Picture→From-File* menu. DO NOT place them on separate pages at the end of your manuscript.

Figure 1. Exemple picture or graph for the manuscript



Source: ica-ccr-eu2021

1.3. Rules for citations and referencing

References cited in the text should be given as endnotes at the end of your paper. References are numbered according to the order in which they appear in the text. Footnotes² are in 9-pt.

2. Submission Instructions

2.1. All papers will be uploaded on the Conference submission platform

- Once you have prepared your manuscript according to the guidance and template, please head to the ICA CCR EU 2021 submission platform by following this link: https://conforg.fr/bin/usrlogin_ica-ccr-eu2021
- Login your private area on the submission platform, you will need your Abstract Submission Reference and Password (sent in the email with instruction for paper submission sent on 26 May).
- After you are logged in, you will find the “Final paper upload” button.
- The submission system only accept .pdf format.

² Footnote are in 9 pt

- If the submission is successful, you will receive an automatic email confirming your file was received.

If you require further information on the submission process or are having trouble accessing the template or using the submission system please contact us at contact@ica-ccr2021.eu

2.2. Other

If your paper is accepted for presentation, you have to register to present your research.

N.B.: If you do not wish your paper to be included in the proceedings, please inform the Scientific Committee and your original abstract submitted will be used instead.

Acknowledgements

Acknowledgements, where appropriate, should be placed immediately following the conclusion section.

References:

- [1] Smith, T., Jones, M., 2017, "The title of the paper", *Hum. Fact.*, 1, (8), pp. 1–7
- [2] Smith, T., Jones, M., 2007, "The title of the paper", *IET Syst. Biol.*, 1, (2), pp. 1–7
- [3] Borwn, L., Thomas, H., James, C., et al., 2012, "The title of the paper", *IET Communications*, 6, (5), pp 125-138
- [4] Hodges, A., Smith, N., 2004, "The title of the book chapter", in Brown, S. (Ed.), *Handbook of Systems*, IEE Press, 1st edn., pp. 1–7