GUIDELINES FOR AUTHORS

Guidelines for authors are given within this document for conference papers that are to be 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 the successful preparation, submission and consideration of your manuscript.

▪ Ethics in Publishing

The paper should present content that has not been previously published, is currently under review or being considered for publication elsewhere.

▪ Ethics of Scientific writing and use of AI-Generated Content

In line with the IIR's commitment to scientific integrity, all contributors to IIR Conferences are expected to uphold high ethical standards in the preparation of content. This includes ensuring originality, proper attribution of sources, and transparency in the development process. The use of AI tools – such as those for drafting, editing, or translating – must be explicitly disclosed. While AI can support clarity and consistency, it must not replace expert judgment or introduce unverified information. Authors remain fully responsible for the accuracy, validity, and originality of all submitted content. AI-generated material should be carefully reviewed and edited to ensure it meets the scientific rigour and practical relevance expected in IIR conference proceedings. Practices such as plagiarism, data fabrication, and misrepresentation of sources are strictly prohibited. All contributors must ensure that their work reflects a genuine intellectual contribution and adheres to international standards for ethical scientific communication.

▪ Unlimited Number of Submissions

An author can submit alone or in collaboration with co-authors and one or several original papers within the scope of the scientific and technical program themes of the conference.

▪ 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 the IIR by signing the Copyright Transfer Policy (CTP) upon submitting any final*

content. The CTP is made available to authors via the conference website or the paper submission platform or directly sent by the conference organisers.

Open Access

The Open Access option is subjected to fees.

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

The Open Access fees are 30 euros per paper for IIR members, and 60 euros for non- members. These fees are subject to update.

For more information about Open Access, contact the IIR at info@iifiir.org.

Paper Preparation

DOI

The IIR aims to publish 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, be provided 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 complete the last four digits of the DOI (indicated as XXXX) by replacing them with their four-digit paper ID.

Example: For your paper at the 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.

Another example, For your paper at the Gustav Lorentzen conference, your paper ID provided by the conference management system (or organisers) is 122, you should simply replace the DOI given at the top of the full text template as 10.18462/iir.gl.2020.XXXX by 10.18462/iir.gl.2020.0122 to get the full DOI.

Please ensure that you have included a four-digit ID in the DOI located at the top of your paper.

Language

The paper should be written with a good level of English. It is possible to use either British or American English but, in any case, please stick to one throughout the manuscript. Authors are requested to

carefully check both grammatical and spelling errors before submitting their conference papers. Authors can submit their papers in their 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 4,000 words (references excluded) and a maximum number of 12 pages.

One keynote paper should be containing a maximum number of 5,500 words (references excluded) and a maximum of 15 pages.

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

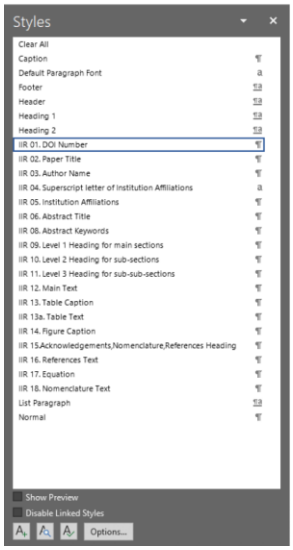
- *The title and authors' information*
- *The abstract (max. 150 words)*
- *Up to 6 keywords*
- *The introduction*
- *The body of text (main section) including methods applied, main findings and*
- *discussion*
- *The conclusions*
- *Acknowledgements (if any)*
- *Nomenclature*
- *References*

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 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:

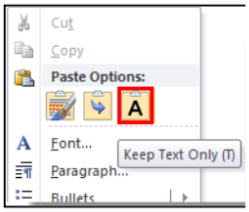
1. *Save a copy of the template file in a secure location* that you could name "template file".
2. *Make sure you have prepared your full text in a separate file that you could name* "original file".
3. *Now time to merge both documents. First, Display the styles in the template file by keeping pressed: Alt + Control + Shift + S, simultaneously. The following styles will appear, please note that you will need to apply the styles starting by IIR such as IIR01,* IIR02... until IIR18 to the a*ppropriate section/headings type:*



For this purpose, please apply the following steps for each (main, sub, sub-sub) section and headings of your paper starting from the DOI number (at the top) until the "references" *section:*

➔ *Step 1*: In the "template file", *select the text by default within the exact limits of the text, then press delete.*

➔ *Step 2: Copy* your text from your "original file" and **paste it using the "Keep Text Only (T)"** *(see photo below) to the desired destination to preserve the pre-set styles.*



➔ *Step 4: Select the text you have pasted in the destination file (template) and apply the appropriate style* **from the "styles window"**. *For example, once you have pasted the text of your DOI, select it and* apply the style named "*DOI Number*", *for the main text of the sections and sub-sections* apply the style named "Main *Text*", *for the table captions apply* the style named "Table caption" etc…

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