Checklist of preconditions for publishing at CEUR-WS.org.

Please, tick YES or NO. For more details and exceptions, please see at <u>https://www.ceur-ws.org/HOWTOSUBMIT.html#PRECONDS</u>

#	Preconditions for publishing at CEUR-WS.org	YES	NO
1	Peer review by international program committee : Proceedings papers must be peer-reviewed by a program		
	committee of well-known international scholars, who are experts in the topics presented in the proceedings.		
	Invited papers may be included without being peer-reviewed, provided that the majority of papers in the		
	proceedings are not invited papers. The members of the program committee and the rules for paper selection must		
	be publicly announced, e.g. on the web page of the conference/workshop and/or in the preface of the proceedings.		
	If the workshop/track is part of a larger event (conference), then there must be a dedicated call for papers and		
	program committee different from the call for papers / program committee of the larger event.		
2	Minimum size : There shall be at least six papers in a submitted volume. The minimum length of a regular or short		
2			
	paper should be five "standard" pages (=2500 chars per page, calculated from a sample of LNCS one-column		
	papers). Invited papers can have less pages. The whole proceedings volume should have at least 40 pages		
	excluding frontmatter. Since page counts depend on the page layout, we calculate with around 2500 characters per		
	page (=380-400 words per page).		
	We distinguish regular papers (at least 10 "standard" pages) and short papers (5-9 "standard" pages). See here for		
	details. The index file shall use appropriate tags such as session names or tags behind the paper title to qualify the		
	type of non-regular papers.		
3	Open submission : Submission of papers to the workshop/conference should be open. For example, it should not		
	be restricted to members of a certain project.		
4	Academic editor: There is at least one person with a PhD in the list of editors. This person gives her good name		
	for the quality of the submission.		
5	Consistent paper set: A proceedings volume shall not be or stay published at CEUR-WS.org, if there is another		
	proceedings publication for the same event (identified by its title plus year) but with a different set of papers.		
6	Single location, single time: The workshop/conference must take place (physically) at one location for the usual		
	duration of such an event at a sequence of consecutive days. We do not publish proceedings for virtual and on-line		
	conferences.		
7	Use of English : The majority of the papers in a proceedings volume shall be in English. For papers written in a		
	language different to English follow these instructions.		
8	Focus on computer science and wide audience : The CEUR-WS.org publishing service is a venue to publish		
	proceedings of workshops, where the main topic is related to computer science (incl. information systems). Due to		
	a significant number of submissions that are not directly related to computer science or that target mostly a		
	national audience, we reserve the right to ask the editors to provide us a so-called DBLP-footprint with the		
	number of publications listed in DBLP.org for each author and/or PC member.		
9	No " student " proceedings : We expect that the papers are (co-)authored by academics, usually PhD holders. PhD		
	student workshops are a notable exception (see below). We do not support student proceedings dedicated for		
	master/bachelor students as main authors. Regular proceedings may include a few student papers if their number		
	is small compared to the total number of papers and if those papers are reviewed in the same way as all other		
	papers. (This rule formally applies for submissions after 2020-04-01.)		
10	Timeliness : The submission of a proceedings volume should be close to the event date, not more than 2 years		
10	after the event. Exceptions may be possible but need to be negotiated with us.		
11	Format : We require that authors use the new CEURART style for writing papers to be published with CEUR-WS.		
11	Diversity of authors and PC members : No university/institution shall contribute more than 25% of the papers in		
12			
	a submitted volume, regardless whether the author is the first author or a co-author. No member of the organizing		
	committee or proceedings editor shall have more than 1 paper in a submitted volume. No university/institution		
	shall contribute more than 25% of the members of the program committee.		

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Name and year of the event:

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Location, Date, Signature of the corresponding editor representing all editors (Signature must be handwritten with a pen on paper)