



IPAC'20 Proceedings Office Preparation

Meeting JACoW
Santos, Brazil

December 5th, 2019



IPAC20 – Improve the Quality of Submissions

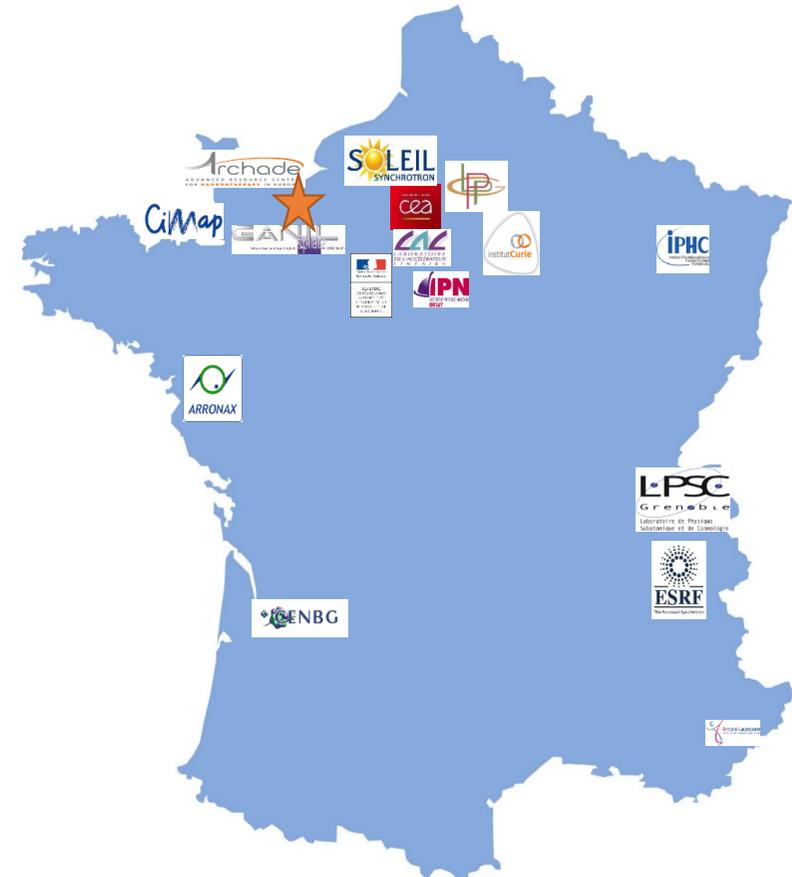


First Why?

The answer is simpler: save time during the editorial session.

How?

First by describe in the website of the conference the rules of submissions



IPAC20 – Improve the Quality of Submissions



Clear Identification and Dedicated menu for Authors

A screenshot of the IPAC20 website's navigation menu. The menu items are: ABOUT, TO REGISTER, AUTHORS, PROGRAM, EXHIBITORS AND SPONSORS, EVENTS, TRAVEL, and CONTACT. The "AUTHORS" item is expanded, showing a dropdown menu with the following options: ABSTRACT SUBMISSIONS, POSTER PREPARATION GUIDELINES, MAIN CLASSIFICATION, LIGHT PEER REVIEW, and PRAB SPECIAL EDITION. On the left side of the page, there is a blue banner with the text "11TH INTERNATIONAL ACCELERATOR CONFERENCE" and "MAY 10 > 15, 2020 | HOSTED BY". The background of the page features a photograph of a Gothic cathedral at sunset.

IPAC20 – Improve the Quality of Submissions



Explain the different opportunities offered to Authors and indicate a correct link.

ABSTRACT SUBMISSIONS

Abstract Submission is open and will close on Thursday, December 5 2019

Abstracts are to be submitted through [JACoW Scientific Program Management System \(SPMS\)](#).

Publication types

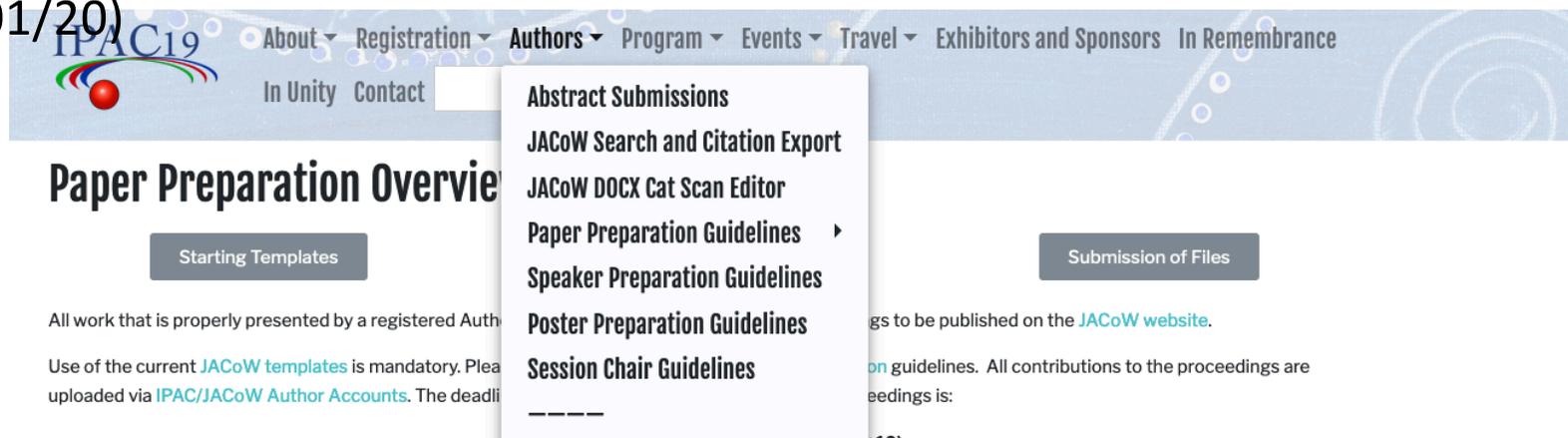
Three vehicles for publication, with progressively higher standards for quality and originality, will be offered for the IPAC'20 conference:

1. JACoW: Publication of the conference proceedings on the [JACoW website](#)
2. Light Peer Review: Publication of the refereed IPAC'20 proceedings in the [Institute of Physics Journal of Physics: Conference Series](#)
3. PRAB Special Edition (PRAB-SE): Publication in a [Special Edition offered by the online journal Physical Review Accelerators and Beams \(PRAB\)](#). Typically, 1200 – 1400 papers are published in the JACoW proceedings.

IPAC20 – Improve the Quality of Submissions



- At the end of the Abstract Submission and Initial QA finished
 - Send an email to Authors to explicit the Timeline (in particular the **Dead Line**) and
 - Give the link to the last updated template and also attached there to the email.
 - Give the link of the new helpful tools developed in the context of IPAC19, in particular the tool for producing good references. “Reference Search” (I don’t forgot the “CAT” tool....)
- Those points are not open on the IPAC20 website, it will be the case at the end of January after the decision by the SPC of the choice of the contributed Orals (15-17/01/20)



IPAC20 – Improve the Quality of Submissions



- The Timeline



Abstract submission

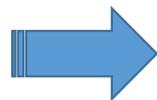
Initial QA

SPC/SAB Work

First email to Authors



05/12/2019



11/12/2019



15/01/2020



01/02/2020

Second email to Authors

Third email to Authors



01/03/2020



01/04/2020



IPAC20 – ALERT INFO

