

# ***MATEC Web of Conferences***

## ***Editorial Guidelines***

### **Submission**

The submission process is fully handled by the Editors of the conference. If you want to know more about the way to submit your article, please contact the Editors directly.

### **General Ethical Principles**

Authors are encouraged to refer to the Committee on Publishing Ethics (COPE) for all aspects of publication ethics: <http://publicationethics.org/> and to strictly conform to the ethical rules described on:

<https://www.matec-conferences.org/about-the-journal/publishing-policies-ethics>

Before publication, MATEC *Web of Conferences* will randomly review papers from each conference using the text comparison tool “iThenticate”, to prevent plagiarism malpractices.

### **Contents**

- **Language**

Manuscripts should be written in English.

For authors not fluent in English, we recommend having the manuscript carefully read by an English-speaking colleague or a professional editing service before publication.

- **Title**

Manuscripts must be submitted with a full title which appears at the top of the article. The title should reflect the contents of the paper and be specific, descriptive, concise, and comprehensible to readers outside the subject field (please avoid abbreviation and a title written in capital letters).

## ▪ **Authors and Affiliations**

The authors should specify in the article their first and last names and relevant addresses (department, university / organization, city, state/province and country).

The list of co-authors should remain unchanged after a final decision is made by the Editors.

## ▪ **Abstract**

The abstract should describe the main objective(s) of the study. It should be informative and report the main results and conclusions.

## ▪ **Introduction**

The introduction should provide background that puts the manuscript into context and allows readers outside the field to understand the purpose and significance of the study. It should define the problem addressed and explain why it is important.

## ▪ **Figures**

Authors who reproduce a figure or a table from another publication should clearly indicate the origin of the article and should also obtain the permission for reproduction from the author(s) and publisher concerned. Each figure and table should be cited in the text. Each figure and table should have a caption. The number of figures is not limited. However, it is important to make sure that all figures are necessary, not redundant, and well designed.

## ▪ **References**

Authors should check the references to ensure they are correct.

References should be listed at the end of the manuscript.

Comments and notes are usually not allowed in the references; they should be placed as footnotes.

## **Evaluation in the First Instance**

MATEC Web of Conferences publishes a wide range of scientific articles including original research articles, reviews, tutorial articles, perspective/colloquia articles in specific fields of research. There is no limit of pages provided the article is of good quality and worthy for publication.

For being considered in the journal, an article should be:

- Basically, correct and sound
- Original (not published elsewhere)
- Comprehensive to the general readership of the journal
- A scientific work that was presented at the conference
- Subject to peer-review before acceptance
- More than an extended abstract
- In line with the scope of MATEC Web of Conferences

## **Peer Review**

**Journal's policy recommends using mainly blinded peer review and multiple independent reviewers.**

Referees are requested to provide unbiased and constructive comments aimed, whenever possible, at improving the work. Reviewers are encouraged to provide timely reviews and to keep the information

confidential. In cases where the referees cannot agree, an independent expert can be asked to act as an adjudicator.

The editor has complete responsibility and authority to accept a paper for publication or to reject it. Web of Conferences editorial team is equally authorized not to accept an article because of the too poor quality.

The following criteria should be considered by the editors and referees in their evaluation:

- Is the subject matter within the scope of the journal?
- Does the paper contain enough original results to warrant publication?
- Is the paper technically sound and free of errors?
- Is the work clearly and concisely presented? Is it well organized?
- Does the title clearly and sufficiently reflect its contents?
- Is the abstract informative? Are the main results and conclusions mentioned?
- Are the illustrations of adequate quality, relevant and understandable?
- Does the bibliography give a clear view of the current state-of-the-art in the domain?
- Is the quality of the language satisfactory?

## **Policies for publication of errata and for article retraction**

Once the paper is published online, further changes and amendments cannot be accepted unless by an Erratum.

Authors should notify the Editors of the conference if an error is discovered in a published work so that an appropriate correction note (erratum) is published if necessary.