

## **IEEE IoT-J Guidelines for Conference Based Special Issues**

Each conference general chair shall appoint a proceedings editor or publications chair whose responsibilities shall include ensuring that these guidelines are followed in case a special issue of the IEEE Internet of Things Journal (IoT-J) is planned.

The IoT-J encourages manuscript submissions that are based upon papers presented at IoT related technical conferences provided that the submitted manuscript has been enhanced significantly when compared with any written version published previously. Whenever a conference based special issue is contemplated, the proceedings editor or publications chair shall request the concurrence of the IEEE IoT-J Editor-in-Chief (EiC) at least one month prior to the conference.

A manuscript must contain a significant amount of new and substantive material, and it must include the conference presentation as its first cited reference. Novelty is justified best by, for example, new theoretical or experimental results, enhanced modeling and characterization or descriptions of new applications. In order to aid the review process, authors submitting manuscripts based upon conference presentations must upload a copy of the conference paper as a supplementary file and highlight the new sections, figures, etc. in the expanded manuscript to expedite processing.

The Guest Editor(s) shall be appointed by the EiC based on the recommendations of the conference Technical Program Committee Chair and the proceedings editor or publications chair. The Guest Editor(s) are to 1) organize solicitation of the "best" papers from the conference 2) circulate this list to the EiC, 3) recommend reviewers, and 4) compose an introduction to the special issue. Any conference author may submit his or her manuscript to the special issue. All special issue manuscripts shall undergo the IoT-J's regular review process.

IEEE policy now requires that all IEEE content to be screened for possible plagiarism. Therefore, all submissions will be screened via CrossCheck - which compares submitted manuscripts against a large database of published technical papers (as well as over 6 billion Web pages), and

provides editors with a summary report that highlights the similarity to previously published work.

Manuscripts should be submitted electronically through IEEE's ScholarOne Manuscripts: <http://mc.manuscriptcentral.com/iot>. During the submission, be sure to select "Expanded Papers from the \_\_\_\_ Conference" as the Manuscript Type. Please attach further details in a cover letter. If a precisely matching entry is not available, please choose "Expanded Conference Paper".

To ensure that the publication of the special issue precedes the next conference by a significant amount of time, the deadline for submission shall be set for no later than two months after the last day of the conference, and the special issue publication date shall be six months after the conference. Only the IEEE IoT-J EiC may change these dates.

Late manuscripts may or may not be included in the special issue, depending on whether or not the review of the manuscript is completed in time for the special issue. The special issue will not be delayed to accommodate late manuscripts. Manuscripts whose review is not completed on time shall be included in a subsequent regular issue, if accepted.

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