

Information for authors

The Proceedings of the XI edition of the BEACH Conference will be published as **IOP Conference Series**, both on-line and printed as a book that each of the participants will receive.

- The Proceedings are published Open Access under the Creative Common Agreement 3.0
- The proceedings are refereed.
- The IOP Proceedings are indexed as proceedings in ISI.

There are 4 pages for talks of “*15min+5min of questions*”, and 6 pages for the longer talks of “*20 min+5min of questions*”.

In any case each author will receive a communication of the exact number of pages of his Proceedings Contribution: this number of pages must not be exceeded.

Deadlines for submission

As for each BEACH Conference we plan to print the proceedings by the end of the year 2014, and this tight schedule requires that your Paper should be submitted to the Conference Organizers (Editors of the proceedings) by Monday September 15, 2014.

Upload your papers to the indico conference page (you should have rights since you have uploaded your slides) or send your manuscript by E-mail to marco.bozzo@cern.ch.

In both cases inform the Editor by E-mail that your paper has been submitted and is available (marco.bozzo@cern.ch).

FILE NAMING: When you submit your file please remember to add your last name as the first part of the file name, for example NAME_proceedings_beach2014

When preparing your manuscript consider that your collaboration may want to approve your contribution and this may take some extra time, but your submission must be by September 15.

Your paper will be refereed and you will receive a report and eventually requests to modify or complete your submitted paper before its publication.

Preparing your proceedings paper

(the following is taken liberally from the author instructions of IOP)

IOP Conference Series uses author-supplied PDFs for all online and print publication. Authors **must** prepare their papers using Microsoft Word or LaTeX, according to the journal guidelines and templates, and then convert these files to PDF.

It is important to ensure that when you submit your paper to the Editor (The Conference Organizers), it is in its final form ready for publication, and has been thoroughly proofread. Please note that you will NOT receive author proofs prior to publication.

By submitting a paper, an author and all co-authors are assumed to agree with the terms and conditions of the [IOP Proceedings Licence](#). (Creative Common 3.0)

Templates and guidelines:

- can be found at the conference website.

When preparing your paper please check that:

- Proceedings will be printed in black and white, so please make sure that pictures in your contribution are still readable when printed in black and white (and in their final size... check fonts ect.).
- Paper size is European A4.
- Margins are at least 25 mm all round.
- The paper includes the author name and affiliation (full address including country).
- There are no page numbers, or headers and footers, within the paper.
- The PDF is free of formatting errors (e.g. corrupt equations, missing or low-resolution figures), since conversion from Word to PDF can introduce formatting errors.
- Text is single spaced, *not* double spaced.
- The PDF file is editable and *not* password protected.
- All pages are portrait (landscape pages should be rotated).
- Reference lists are checked for accuracy. **References can only be linked via CrossRef if they are correct and complete.**
- Figures are placed within the text, *not* collected at the end of the document.
- A thorough proofread is conducted to check the standard of English and ensure wording is clear and concise.