TOPICAL MEETING PUBLICATION PLAN

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☐ Preliminary Plan: Stand-Alone Topical Meeting

☐ Final Plan: Stand-Alone Topical Meeting

☐ Embedded Topical Meeting

Meeting Name: _____

Meeting Location: _____

Meeting Hotel (or proposed hotel): _____

Meeting Date: _____

Sponsoring Division: _____

General Chair

Name: _____

Organization: _____

Phone: _____

Email: _____

Technical Program Chair (required)

Name: _____

Organization: _____

Phone: _____

Email: _____

Publication Chair for Journal special issue(s) (suggested)

Name: _____

Organization: _____

Phone: _____

Email: _____

Publications

☐ Abstract Book ☐ Proceedings ☐ Journal ☐ Journal + Proceedings

Note: If both Abstracts and Proceedings are planned as publications, complete a separate form for each. It is not necessary to complete a separate form for abstracts that precede full papers and will not be published separately.

Format

All abstracts and proceedings published by ANS are published via online hosting. If an additional format (e.g., print on demand) is desired, check here and provide format type for a cost estimate:

☐ Quote for format type _____ is requested.

Journal Publication

The publication plan of any Class 1 or 3 meeting must stipulate that ANS's three technical journals have right of first refusal for special issues derived from the meeting. Additionally, ANS's *Nuclear Science and Technology Open Research* platform provides an open access option for meeting special issues. Whether or not a journal publication is currently planned, initial here to indicate acknowledgement: _____

Indicate which ANS journal is most applicable to this conference and the pertinent ANS journal editor will contact you:

☐ Nuclear Science and Engineering

☐ Nuclear Technology

☐ Fusion Science and Technology

☐ Nuclear Science and Technology Open Research

☐ N/A (No journal special issue is planned)

If you are planning a journal special issue, please inform the division chair so they are aware.

Page Charges

Page charges will be stipulated in the Call for Papers. Either authors or meeting organizers are responsible for page charges. Meeting organizers have the option to obtain sponsorship to cover all or partial page charges. Initial here to indicate acknowledgement: _____

Page-charge rate selected:

☐ Summaries: No fee for pp. 1-4, $100.00/page for p. 5 and above

☐ Full papers: No fee for pp. 1-10, $100.00/page for p. 11 and above

☐ Abstracts: No fee for 1 page

Publisher

☐ ANS (If ANS, complete *Published by ANS* below)

☐ Other (If other, complete *Publisher other than ANS on the next page*)

Published by ANS

Number of papers anticipated: _____

Length of final papers (i.e., minimum and maximum number of paper pages per the Call for Papers): _____

Conference proceedings will publish digitally shortly after the conference concludes. Individual papers will be posted with the program when the program is posted online and will be available to meeting registrants in perpetuity.

Publisher other than ANS (complete this only if ANS will <u>not</u> be the publisher)

Papers Prepared by:

☐ Authors as camera-ready copy   ☐ Other: _____

Cover, Front Matter, and Back Matter Prepared by:

☐ Meeting organizers   ☐ ANS   ☐ Other: _____

Produced by:

☐ Meeting organizers   ☐ Sponsor   ☐ ANS   ☐ Other: _____

Copyright obtained by:

☐ Publisher: _____   ☐ Other: _____

ISBN (International Standard Book Number) Obtained by:

☐ Publisher: _____   ☐ Other: _____

Distribution

Secondary distribution by ANS is requested:

☐ Yes (If yes, provide detail, including how sale price of publication will be set: _____)

☐ No

Logo

The ANS logo must appear on all ANS sponsored or supported publications. ANS will provide a digital file of the logo. Initial here to indicate acknowledgement: _____

Conference and Publication Approval Schedule	Date
Calendar Placement (Conference)	_____
Preliminary Approval (Conference)	_____
Final Approval (Conference)	_____
Preliminary Publication Plan*	_____
Final Publication Plan	_____

* Embedded topicals should enter "n/a" for Preliminary Publication Plan.

Call for Papers Schedule*

Scheduling Guidelines

- The Call for Papers dates for embedded topical meetings will mirror the national meeting. Please obtain dates for the national meeting from the Meetings, Proceedings, and Transactions coordinator [Meetings@ans.org] and then enter the embedded topical meeting Call for Papers schedule below.
- Do not create schedules that plan on extensions.
- Build the Call for Papers dates so that the conference's program schedule is available and posted online at least 10 weeks before the meeting. Factor in time for review of revisions and then creation of the schedule.
- Be aware of other ANS meetings that are occurring during the same general time period.
- See Example Call for Papers Schedule on last page

Date

Option 1: Summaries

Call for Papers Posted Online _____

Summaries Due _____

Author Notification of Acceptance _____

Final Summaries (camera ready) Due _____

Desired Program Posting Date
(minimum 10 weeks before the conference begins) _____

Option 2: Full Paper

Call for Papers Posted Online _____

Full Papers Due _____

Author Notification of Acceptance _____

Final Full Papers (camera ready) Due _____

Desired Program Posting Date
(minimum 10 weeks before the conference begins) _____

Option 3: Abstracts and Full Papers

Call for Papers Posted Online _____

Abstracts Due _____

Author Notification of Acceptance (abstracts) _____

Full Papers Due _____

Author Notification of Acceptance (full papers) _____

Final Full Papers (camera ready) Due _____

Desired Program Posting Date
(minimum 10 weeks before the conference begins) _____

Other Options:

If the meeting's paper types do not correspond with the options above, please detail a schedule that is similar to the above that accommodates the meeting's paper types and stages:

_____

_____

_____

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_____

So that ANS can close out the meeting within 6 months after the conclusion of a meeting, publications must be started, at the latest, 3 months after the meeting is held and completed, at the latest, 6 months after the meeting.

Comments or Additional Information

_____

_____

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Return this completed form to the Meetings Proceedings and Transactions coordinator at Meetings@ans.org. The completed form should be received by ANS at least three (3) weeks before a meeting of the Meetings, Proceedings, and Transactions Committee (MPTC). The MPTC meets twice a year, once in conjunction with the ANS Annual Conference and once in conjunction with the ANS Winter Conference and Expo. It is recommended that the MPTC is given the opportunity to review the Topical Meeting Publication Plan approximately 18 months before a conference.

Definitions of Paper Types

(1) **Abstract:** An abstract is a very short synopsis of an author's completed research. Abstracts should be self-contained and concise, explaining research as briefly and clearly as possible with little detail. ANS abstracts are a maximum of 1 page.

(2) **Summary:** Summaries provide an abbreviated report of data from research. ANS Summaries are 1-4 pages.

(3) **Full Paper:** A Full Paper provides a detailed report of data from research. ANS Full Papers are generally a maximum of 10 pages.

Example Call for Papers Schedule

(example conference starts June 15)

Call for Papers Posted Online: April of preceding year

Abstracts Due: October 14, 20XX

Author Notification of Acceptance (abstracts):   November 8, 20XX

Full Papers Due: February 3, 20XX

Author Notification of Acceptance (full papers):   March 3, 20XX

Final Full Papers (camera ready) Due: March 17, 20XX

Desired Program Posting Date
 (minimum 10 weeks before the conference begins):   April 6, 20XX