

TOPICAL CONFERENCE PUBLICATION PLAN

- ☐ Preliminary Plan: Stand-Alone Topical Conference
- ☐ Final Plan: Stand-Alone Topical Conference
- ☐ Embedded Topical Conference

Conference Name: _____

Conference 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

Online Only Abstracts

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 It is not necessary to complete a separate form for abstracts that precede full papers and will not be published separately.

Journal Publication

The publication plan of any Class 1 or 3 conference must stipulate that ANS's three technical journals have right of first refusal for special issues derived from the conference. Additionally, ANS's *Nuclear Science and Technology Open Research* platform provides an open access option for conference 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.

Paper Estimate

Number of papers anticipated: _____

Length of final papers

Abstracts: 1 page

Summaries 1-4 pages

Full Papers: 8-10 pages

Other:

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 conference registrants in perpetuity.

Presentation Length

Standard Presentation (20 minutes, including 5 minute Q&A)

Extended Presentation (25 minutes, including 5 minute Q&A)

Lightning Talk (10 minutes, including 2 minute Q&A)

Conference and Publication Approval Schedule

Date

Calendar Placement (Conference)

Preliminary Approval (Conference)

Final Approval (Conference)

Preliminary Publication Plan*

Final Publication Plan

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

Call for Papers Schedule*

Scheduling Guidelines

- The call for papers dates for embedded topical conferences will mirror the national conference. Please obtain dates for the national conference from the program specialist [epsr@ans.org] and then enter the embedded topical conference call for papers schedule below.
- **Do not create schedules that plan on extensions.** ANS has a no-extension policy.
- Build the call for papers dates so that the conference's program schedule is available and posted online at least 10 weeks before the conference. Factor in time for review of revisions and then creation of the schedule.
- Be aware of other ANS conferences that are occurring during the same general time period. NPC retains the right to deny calendar placement if the proposed dates conflict with other conferences.
- See example call for papers schedule on last page

Date

Option 1: Summaries

Call for Papers Posted Online

Summaries Due (No extensions)

Author Notification of Acceptance

Final Summaries Due (camera ready and no extensions)

Program Posting Date

(minimum 10 weeks before the conference begins)

Option 2: Full Paper

Call for Papers Posted Online

Full Papers Due (No extensions)

Author Notification of Acceptance

Final Full Papers Due (camera ready and no extensions)

Program Posting Date

(minimum 10 weeks before the conference begins)

Option 3: Abstracts and Full Papers

Call for Papers Posted Online

Abstracts Due (No extensions)

Author Notification of Acceptance (abstracts)

Full Papers Due (No extensions)

Author Notification of Acceptance (full papers)

Final Full Papers Due (camera ready and no extensions)

Program Posting Date

(minimum 10 weeks before the conference begins)

Other Options:

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

** To allow ANS to close out the conference within six months of its conclusion, all publications must begin no later than three months after the conference and be completed no later than six months after the conference.*

Comments or Additional Information

Return this completed form to the program specialist at epsr@ans.org. The completed form should be received by ANS at least three (3) weeks before a meeting of the conferences, proceedings, and transactions committee (CPTC). The CPTC 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 CPTC is given the opportunity to review the topical conference 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

Summaries/Abstracts

- Call for Papers Posted: One year before conference
- EPSR Opens: Ten months out
- Initial Submission Due: Six months out
- Author Notifications: Five months out
- Revised Submission due: Four and a half months (thirteen weeks) out
- Program is Posted: Ten weeks out

Summaries/Abstracts to Full Papers

- Call for Papers Posted: One year before conference
- EPSR Opens: Ten months out
- Initial Submission (summaries/abstracts): Nine months out
- Author Notifications (first round): Eight months out
- Secondary Submission (full papers): Six months out
- Author Notifications (second round): Five months out
- Revised Secondary Submission: Four and a half months (thirteen weeks) out
- Program is Posted: Ten weeks out

Full Papers ONLY

- Call for Papers Posted: One year before conference
- EPSR Opens: Eight to Ten months out
- Initial Submission: Seven months out
- Author Notification: Six months out
- Revised Submission: Five months out
- Program is Posted: Ten weeks out

Signature (type response):

Today's Date: