

# Submission Guidelines

*Intelligent and Converged Networks* is an international specialized journal that focuses on the latest developments in communication technology. The journal is co-published by Tsinghua University Press (TUP) and the International Telecommunication Union (ITU), the United Nations specialized agency for information and communication technology (ICT). Contributions all over the world are welcome.

Manuscripts are selected for publication according to the editorial assessment of their suitability and evaluation from independent reviewers and are usually sent to two or more reviewers. Editorial staff will edit accepted papers to improve accuracy and clarity and shorten, if necessary.

It is a condition of publication that manuscripts submitted to this journal have not been published and will not be simultaneously submitted or published elsewhere.

**Manuscript submission** The electronic manuscript should be sent to the editorial board through ScholarOne Manuscripts at <http://mc03.manuscriptcentral.com/icjournal>.

**Authorship** All papers submitted to the Journal should list the names of every author, who made a significant contribution towards the research and the presentation of the academic paper. All such contributors are to be listed as authors and co-authors, in a manner determined and decided by the authors. Any changes to the list and its order should be communicated to the Journal editorial team.

The practice of adopting “gift authors”, who are individuals listed as authors despite making no significant contribution to the research, and “ghost authors”, who have contributed to the research but are not listed as co-authors, is not permitted. Where an issue of authorship, including ghost and gift authors, is suspected, these matters will be handled accordingly by the Editorial team.

All other contributors providing some assistance and support, but not deemed significant for the purposes of authorship, should be listed in the Acknowledgments section of the research paper.

**Title and By-line** The title should be descriptive, not full sentences. Name, affiliation (institution) of the authors, city, zip code, country, and E-mail address of the author(s) should be listed.

**Abstract and Key words** The abstract of about 100–150 words must accompany each article on page one. It should be a concise summary of the aims, methods, results, and conclusions and/or other significant items in the paper. Together with the title, it must be adequate as an index to all the subjects treated in the paper, and will be used as a base for indexing. Abstracts shall not contain numbered mathematical equations nor numbered references. If a citation is made, reword the sentence to exclude citation numbers. Define all nonstandard symbols and abbreviations. Do not use footnote indicators. Summarize the experimental or theoretical results, the conclusions, and/or other significant items in the paper. If space permits, include any important new quantitative data. Summarized results should be exact, direct, and specific. The key words should include 3–8 pieces of words or phrases to serve as guidelines for indexing.

**Text** The text should contain an Introduction that puts the paper into perspective for readers, and should also contain Methods, Results, Discussion, and Conclusions. The SI system should be used for units of measure throughout the text.

All digital arts, including micrographs, line arts, and grayscale images, included in the manuscript should be supplied in a separate electronic file in TIFF, EPS, or JPEG format with a preferred resolution of 600 dpi relative to the final figure size. All figures should be numbered using Arab numerals and supplied with a figure caption. Please make sure that all elements found in the figure are identified in the caption. Figures should always be cited in text, such as Fig. 1, Fig. 2, in consecutive numerical order.

All tables should be numbered using Arab numerals and supplied with a table title which explains clearly and concisely the components of the table. Tables should not duplicate results presented elsewhere in the manuscript

(for example, in figures). Tables should always be cited in the text, such as Table 1, Table 2, in consecutive numerical order.

**Mathematical material** The text should make clear distinctions between physical variables, mathematical symbols, units of measurement, abbreviations, etc. Authors should use italic and boldface to identify physical or mathematical variables. Variables are to be set in normal italic, and vectors, tensors, and matrixes in boldface.

**Acknowledgment** The placement of the Acknowledgment appears after the final text of the paper, just before the References and after any Appendix(es). All financial support for the work should be listed here. Individuals, affiliation, or other to be concerned who were of direct help in the work should be acknowledged by a brief statement.

**References** Only essential references (formally published journals, articles, monographs, dissertations, reports, proceedings, standards, patents, and/or electronic publications) cited in the text can be listed and must be numbered consecutively by Arabic numerals, which should be listed in the same order as cited in the text. There should be at least ten references.

## **REVIEW POLICY**

All papers are single-blind peer reviewed. Each paper is assigned to at least three reviewers. At least two favorable reviews out of three are required for a paper to be considered for publication. The reviewers evaluate the papers according to the following criteria:

### **Quality**

Does the paper reflect excellence of research work? Is it technically sound?

### **Originality**

Does the paper provide a novel approach? Does it discuss new/unpublished work? Does it contain significant additional material to that already published?

### **Clarity**

Does the paper clearly communicate its message? Are tables and graphics clear to read and labelled appropriately?

### **Relevance**

How well does the content fit the Journal's objectives and the issue's theme? Is the paper of interest to the readership of the Journal?

### **References**

Does the paper contain the appropriate referencing to provide adequate context for the present work?

### **Summary of evaluation**

What is the global evaluation for this paper?

### **Overall recommendation**

Is the overall recommendation for this paper to "accept" (with minor or major revisions) or to "reject"?

### **Reviewer familiarity**

Reviewers are assigned based on their familiarity with topic of the paper.

### **Plagiarism**

All papers submitted for review are also scanned for plagiarism. Those papers where plagiarism is detected will not be considered for publication.

## **PUBLICATION RIGHTS AND COPYRIGHT**

### **Open access statement and copyright**

This publication is a peer reviewed, open access journal published with no author's fees. All articles included in the ITU Journal are copyrighted to the ITU and TUP, and available for free on the ITU website as well as in the Tsinghua University Press online catalogue.

Upon acceptance of a paper, authors will be asked to complete and return via email a copyright transfer form duly signed.

### **Licensing statement and reproduction rights**

Under the user license Creative Commons Attribution-NonCommercial-NoDerivs 3.0 IGO (CC BY-NC-ND 3.0 IGO), users may copy and distribute journal articles in any format. The user may do so provided appropriate credit is given, this includes but is not limited to, providing the name of the author and a link to the original published material. The user may not copy or distribute the publication for commercial use nor may the user distribute a version of the publication that has been remixed, transformed or built upon. The complete license is available at <https://creativecommons.org/licenses/by-nc-nd/3.0/igo/>.

### **Commercial use**

Requests for commercial use and licensing beyond the terms of the Creative Commons license should be addressed to TUP (Floor 6, Tower B, Xueyan Building, Shuangqing Road, Haidian District, Beijing, P.R. China, [journal@tsinghua.edu.cn](mailto:journal@tsinghua.edu.cn)).

### **Third-party materials**

If the user wishes to reuse material from the published articles that is attributed to a third party, such as tables, figures or images, it is the user's responsibility to determine whether permission is needed for that reuse and to obtain permission from the copyright holder. The risk of claims resulting from infringement of any third-party-owned component in the work rests solely with the user.

### **General disclaimers**

The designations employed and the presentation of the material in the published articles do not imply the expression of any opinion whatsoever on the part of ITU or TUP concerning the legal status of any country, territory, city or area or of its authorities, or concerning the delimitation of its frontiers or boundaries. The mention of specific companies or of certain manufacturers' products does not imply that they are endorsed or recommended by ITU or TUP in preference to others of a similar nature that are not mentioned.