Camera-ready Submission Instructions-Regular Paper

To prepare your paper for camera-ready submission to ICME 2022, please refer to the General Information first, and also read carefully the information for the specific program.

General Information

All papers in the proceedings of the regular program and proceedings of the workshops (including Industry/Application Papers, Demo Track and Grand Challenges) will be included in IEEE Xplore.

Formatting Requirements

- All submissions must be in English.
- All submissions must be in letter-sized PDF.
- All fonts and subsets must be embedded. Times New Roman font is strongly encouraged.
- All submissions must be formatted according to the instructions in the Example Paper.

Authors Rights and Responsibilities

- **Dual submissions:** By submitting a manuscript to ICME, the authors guarantee that it has not been previously published (or accepted for publication) in substantially similar form. Furthermore, no paper that contains significant overlap with the contributions of this paper either has been or will be submitted during the ICME 2022 review period to either a journal or a conference.
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- **Presentation guarantee:** By submitting the paper, the authors guarantee that if the paper is accepted, it will be presented at the conference by one of the authors, except in case of emergency as determined by the Technical Co-Chairs. Furthermore, the presenter must register for the conference at one of the non-student rates offered and must register before the deadline given for author registration. Failure to register before the deadline will result in automatic withdrawal of your paper from the conference proceedings and program. Failure to present the paper by an author in person will result in the paper not appearing in IEEE Xplore, and IEEE will retain the copyright. Also, the list of missing authors will be passed to the ICME Steering Committee.

Regular and Special Sessions

Regular and Special Session papers form the core of the ICME technical program.

- Camera-ready submission portal: https://cmt3.research.microsoft.com/ICME2022
- Length: Papers must be no longer than 6 pages, including all text, figures, and references.
- Abstract: The abstract should be about 100-150 words.
- Supplemental material: Authors may optionally upload supplemental material. Typically, supplemental material might include:
    1. a short presentation summarizing the paper,
    2. videos of results that cannot be included in the main paper,
    3. a screen recording of a demo program,
    4. related submissions to other conferences and journals, and
    5. appendices or technical reports containing extended proofs and mathematical derivations that are not essential for understanding the paper.
- Each paper needs to show an appropriate copyright clearance code notice at the bottom of the first page. Please select your copyright clearance code notice from the list below. Instructions on how to add this copyright notice have been added to both Latex and MS Word templates for camera ready papers. If you have any further question, please contact the Publication Chair on sallylin0121@saturn.yzu.edu.tw

* All supplemental material must be zipped into a single file. There is a 20 MB limit on the size of this file.

Example Paper, Formatting Guidelines, and Templates

The following links point to an example paper containing detailed formatting guidelines. They also constitute templates for Microsoft Word and LaTeX submissions.

- Example paper with detailed formatting instructions and [Microsoft Word](#) template.
- Example paper with detailed instructions and [LaTeX](#) template.

We recommend that you use the provided Word file or LaTeX files to produce your document, since they have been set up to meet the formatting guidelines detailed in the example paper. When using these files, double-check the paper size in your page setup to make sure you are using the letter-size paper layout (8.5 inch x 11 inch). The LaTeX environment files specify suitable margins, page layout, text, and a bibliography style.

In particular, with LaTeX, there are cases where the top-margin of the resulting Postscript or PDF file does not meet the specified parameters. In this case, you may need to add a \topmargin=0mm command just after the \begin{document} command in your .tex file. The spacing of the top margin is not critical, as the page contents will be adjusted on the proceedings. The critical dimensions are the actual width and height of the page content.

Electronic Paper Submission

When you have your document file ready, gather the following information before entering the submission system:

- Proof-read document file in PDF format with the appropriate copyright clearance code notice inserted at the bottom of the first page (see below).
- Supplemental material, if any, zipped into a single file, under 20 MB.
- Affiliation, email address, and mailing address for each author.
- Paper title.
- Text file containing paper abstract text, in ASCII text format (for copying and pasting into web page form), 100-150 words.

Important: ALL authors must be entered in the online form and must appear in the online form in the right order. It is not allowed to change authors or title at the Camera Ready stage.

Step by Step Instructions to Submit Your Paper

Please notice that the CMT system does not automatically notify paper submissions via email. You will not receive a notification unless you enable this manually. Instructions on how to enable email notifications for the corresponding author or for all authors are below.

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