

Author Guide for Manuscript Submission

Authors presenting an oral or poster paper at the 19th International Corrosion Congress (19th ICC) are required to provide a fully formatted manuscript of the paper for publication in the congress proceedings. In addition, no manuscript will be published without presentation at the congress.

DEADLINE

The deadline for the manuscript submission for peer-review is **July 31, 2014**. Please ensure that your manuscript is prepared by following the formatting requirements (see below 'Guidelines for Manuscript Preparation' for details).

The manuscript submission must also be accompanied with a signed Copyright Assignment Form and a fully paid registration (see details below on this page). All submissions proceed totally online via the congress website (www.19thicc.com).

REVIEWING PROCESS

All manuscripts submitted for the congress proceedings are subject to a reviewing process. Each paper will be peer reviewed by the reviewing committee and will be accepted as it is, accepted with major/minor changes, or might be rejected. You will be notified the outcome of the reviewing process within a few weeks of manuscript submission. The reviewers will look in particular for:

- ◆ whether it meets the formatting requirements
 - ◆ acceptable level of English expression as warranted by an international conference
- ◆ originality
- ◆ clear description of the motivation, the approach and the results
- ◆ title and summary that adequately represent the contents of the paper
- ◆ low level of commercial content and use of generic names rather than Trade Names

The reviewers will not spell check, format or rewrite the paper. It is the responsibility of the author to have the paper independently proof-read prior to submission. The papers with major/minor changes will be sent back to the author for modification and resubmission. **The revised manuscript must be submitted by the nominated date to ensure its inclusion in the congress program.**

CONGRESS REGISTRATION

At least one author of each paper must make a registration and full payment by July 31, 2014. The papers that have not been registered will not be included in the congress proceedings and program. Online registration for the 19th ICC is available on official website (www.19thicc.com).

COPYRIGHT AGREEMENT

To publish your manuscript in the Proceedings of the 19th ICC, the Corrosion Science Society of Korea (CSSK) needs your agreement on the copyright assignment. All authors must complete and sign the Copyright Assignment Form (available on www.19thicc.com), and submit it along with the fully formatted manuscript. Without the signed Copyright Assignment Form, the submitted manuscript will not be moved to the reviewing process and cannot be published in the congress proceedings.

GUIDELINES FOR MANUSCRIPT PREPARATION

The manuscript accepted for the congress proceedings will be published as submitted and must be fully formatted, complying with the formatting requirements specified herein. A fully formatted template as an example is also available for 'cutting and pasting' your text into. The congress proceedings will be produced on CD-ROM.

Word processing software: Microsoft Word only

Basic requirements: A4 Portrait, Times New Roman, 10 pt font size, single column, single-line spacing

Length of manuscript: 4 to 10 pages long including figures and tables as fully formatted

The manuscript must be prepared in comprehensible English and must not be commercial in nature. It is the policy of the CSSK that generic names are used in place of Trade names. Where appropriate, a Trade name may be used ONCE in the text of the manuscript and must be identified with a footnote giving the source of the Trade name. The CSSK follows the definition of a Trade name as provided by NACE.

It is the author's responsibility to comply with the formatting requirements and to proof-read the manuscript prior to submission; The CSSK does not accept responsibility for errors or omissions in the paper as published.

CHECKLIST FOR MANUSCRIPT SUBMISSION

Prior to the manuscript submission, please ensure that the manuscript meets the following checklist:

1. Are the title, figures, and figure captions free of Trade names? Trade names are allowed only once in the paper text and must always be referenced by a footnote containing the ownership information.
2. Is your paper written using clear English expression for the reader of a technical journal, and not in the vernacular of a speaker?
3. Is your paper formatted correctly (font, margins, spacing, layout) with correctly placed footnotes and references?
4. Are images contained in your paper suitable for viewing in black and white as well as color?
5. Are all diagrams, tables and images presenting relevant information, do they all have captions and are they numbered correctly and consecutively?
6. Was written permission obtained from copyright holders for copyrighted material?
7. Have you completed the official Copyright Assignment Form to submit along with the manuscript?

If there are any questions, please contact secretariat@19thicc.com.

DETAILS OF FORMATTING REQUIREMENTS

DOCUMENT		
Page Limitation		Paper must not be shorter than 4 pages and longer than 10 pages.
Page Size	A4	Portrait
Margins	Left and Right	1.5 cm
	Top and Bottom	2 cm
TEXT		
Font		Times New Roman, black throughout
Language		English
Title		22 pt, upper case, bold, centered, 2 line spaces following
Author(s) name & affiliation(s)		14 pt, centered
Abstract		12 pt, both sides justified, 12 pt spacing (2 line spaces) before and after paragraph

Keyword	After abstract	12 pt, left justified, bold, maximum of 6 keywords
Layout		1 column
Main text		10 pt, both sides justified, 6 pt spacing (1 line space) after each paragraph
HEADING and NUMBERING		
Level 1	1. etc.	10 pt, upper case, bold, left justified, heading paragraph spacing 12 pt before, 6 pt after
Level 2	1.1 etc	10 pt, lower case, left justified (bold if available), heading paragraph spacing 12 pt before, 3 pt after.
Level 3	1.1.1 etc	10 pt lower case, left justified, heading paragraph spacing 12 pt before, 3 pt after. Try to avoid using level 3 headings.
All headings		DO NOT underline headings.
FIGURES and PHOTOGRAPHS		
Format		Paste figures and photographs into the upper part of a 2-row Table and put caption in the lower row. Same format as for main text. Centre caption. Repeat using an extra column for two figures side-by-side. All figures and photographs should be numbered consecutively and cited correctly in the text.
Location		Locate Figures and Photographs as close as possible to the first mention of them in the text.
Resolution		All figures and photographs should have a minimum of 150 dpi and a maximum of 300 dpi.
Captions		Under the figure, 10 pt, centered.
TABLES		
Format		Use Word TABLE - Insert - Table. All tables should be numbered consecutively and cited correctly in the text.
Captions		Captions above Table, 10 pt, Centered.
EQUATIONS		
Format		Equation Editor (part of Word) is recommended for all equations. Alternatively ensure the equations comply with the normally accepted standards for mathematical expressions.
Location		Centered
Font		10 point Times New Roman, 6 pt spacing before and after.
Numbering		Number sequentially, number in brackets (1)
REFERENCES		
Footnote Format		Numbered sequentially, using superscript Arabic numbers in text
Referencing Format		Numbered sequentially with numbers in square brackets [1] in text, sequentially throughout.
Referencing Style		See below for referencing examples. Also see Template.
AUTHOR BIOGRAPY		
Author Short CV		See template for details
UNITS		
		Only SI units.

Abbreviations and Acronyms: Abbreviations that may be unfamiliar to the reader should be spelled out, followed by the abbreviation, the first time it appears in the paper.

REFERENCING – EXAMPLES

Journal Paper	[1] Southwell CR, Forgeson BW and Alexander AL, Corrosion of metals in tropical environments, Corrosion 14(9) (1958) 53-59.
Conference Paper	[2] Huang Guiqiao and Guo Peng, Effect of environment factors on corrosion rate of steel, (In) Proc. 16th Intl. Corrosion Congress, 2005, Beijing, China, p. 23.
Book	[3] Evans UR, The corrosion and oxidation of metals: Scientific principles and practical applications, Edward Arnold (Publishers) Ltd., London, 1960.
Article in Book	[4] Mikhailovsky YN, Theoretical and engineering principles of atmospheric corrosion of metals, (In) Atmospheric Corrosion (Ed) WH Ailor, John Wiley, New York, 1983, pp. 85-105.
Technical Report	[5] Report of Committee B-3, Appendix II, Report of subgroup of subcommittee VI on corrosiveness of various atmospheric test sites, Proc. ASTM, 59 (1959): 183-201.