



Submission Guidelines

The theme of the 22nd World ITS Congress in Bordeaux is "Towards Intelligent Mobility - Better use of Space"

Topics & sub-topics

The International Programme Committee invites ITS experts to submit a Special Interest Session (SIS) proposal or a paper to be considered for presentation and publication at the Bordeaux 2015 ITS Congress, under one of the following topics & sub-topics: [click here to download the topics and sub-topics descriptions in PDF.](#)

Submit a paper

The International Programme Committee invites ITS experts to submit a paper to be considered for presentation and publication at the ITS World Congress in Bordeaux 2015:

- Authors may submit Technical or Scientific Papers for Conventional Presentations or Interactive Theatre sessions. The Interactive Sessions are based more around interactive discussions and so are highly effective for establishing valuable contacts and exchanging information.
- Papers from authors working for or in close collaboration with commercial companies are welcome; their presentation format will depend on their content. If a paper describes unspecified, open research or a pre-market activity it will be assigned to a conventional 'Technical' Session. By "pre-market" we mean work aimed at generating new knowledge which is not at present linked to the development of a specific product, although it is likely to be commercially exploitable in due course.
- Papers that are "near-market" rather than pre-market and submitted by authors as Commercial Papers (or papers judged by reviewers to be near-market), will be presented in the Commercial Theatre within the exhibition area.
- It is not necessary to submit the same paper under different types (Technical/Scientific/Commercial).
- All proposals must be original and report on recent significant and substantive achievements.
- Topics may address any mode of transport.
- The official Congress language is English. Papers not submitted in English will automatically be rejected.
- We will not normally allow authors to submit more than 2 papers. Also, we will not normally allocate more than 2 speaking opportunities for presenting papers.

Technical Papers may address the institutional, business, societal and economic aspects of ITS as well as technical subjects.

- Please submit a draft paper up to 25,000 characters with spaces (equivalent to approximately 7 A4 pages, single space 11pt font), an abstract up to 930 characters with spaces, and a title up to 90 characters with spaces.
- After the technical review of the draft paper, authors of accepted papers must submit the final paper (of up to 45,000 characters with spaces (approximately 12 pages, A4 pages, single space 11pt font) online through the submission website by 3 August 2015.

Scientific Papers should concentrate on research and scholarship as they will be independently refereed in accordance with academic journal standards.

- Please submit a full paper of up to 45,000 characters with spaces (equivalent to approximately 12 pages, A4 pages, single space 11pt font), and up to 930 characters with spaces for the abstract, and a title of up to 90 characters with spaces. Papers which are submitted as Scientific Papers, but which are not judged to be of this top rating standard or relevance, may still be accepted as Technical Papers.

Commercial Papers are those describing near-market work. They should be specific rather than general and describe an activity aimed at generating or improving a specific product, device or idea for the commercial market.

- Please submit a full paper of up to 45,000 characters with spaces (equivalent to approximately 12 pages, A4 pages, single space 11pt font), and up to 930 characters with spaces for the abstract, and a title of up to 90 characters with spaces.



Please note: **Upon completion of your contribution, the system will generate an acknowledgment e-mail with your paper number and confirming your contact details and chosen topic. This does not mean that the paper has been accepted.**

Submit a Special Interest Session proposal

General note:

A limited number of Special Interest Sessions will be included in the programme, in addition to conventional presentations, interactive sessions, executive and plenary sessions. Organised at the request of organisations or experts developing and deploying ITS, these interactive, tailor made meetings will delve into topics and offer fresh perspectives and insight.

The pressure for Special Interest Session slots has been steadily increasing and we are now over-bid by at least 3:1. To ensure a wide a range of Sessions as possible, and to give an equal opportunity to all potential session bidders, the International Programme Committee has reluctantly decided that the criteria for selection must be tightened and the following constraints will apply:

- Bids will not be considered unless they give the names, e-mail addresses and telephone details of at least 3 CONFIRMED speakers.
 - If a majority of speakers named in the Provisional Programme are not registered by the speaker deadline, then the Session will be closed and the slot given to a candidate from the reserve list.
 - SIS proposals that address a single project will be given low priority compared to those that tackle a broad area.
 - Any one individual will only be allowed one slot as either Moderator or Speaker within the same session.
 - Preference will be given to round-table or 'panel' types of session which it is recognised require more preparation by the organisers.
 - The International Programme Committee reserves the right to combine provisionally approved sessions and review the speakers for the resulting session.
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- All session proposals must be submitted online, e-mail contributions will not be accepted.
 - The sessions that appear to be commercial sales pitches for a given product or company will be automatically rejected.
 - Upon submission, you will be requested to provide the following information:
 1. Organiser's full contact details
 2. Topic, subtopic, and focus area
 3. Session title (up to 90 characters including spaces)
 4. Session description (up to 1,300 characters including spaces, as full text, no bullet points)
 5. Name and contact details of moderator and 5-6 speakers (incl. job titles, organisations, countries and valid e-mail addresses).
 6. Further information about the session

Please note: Upon completion of your contribution, the system will generate an acknowledgment e-mail with your Session number and confirming your contact details and chosen topic. This does not mean that the Session has been accepted. Also the speakers indicated in the session proposal will receive a notification email.

Review and selection of draft papers and Special Interest Sessions proposals

The Reviewers and the International Programme Committee will review all draft papers and proposals for Special Interest Sessions that have been submitted on time and in the specified format. Papers will be scored according to the quality of the research or project being presented as well as to the comprehensiveness and clarity of the content.

Review of draft papers

All draft papers submitted on time and in the specified format are sent to external expert reviewers who are asked to score papers according to the quality of the research or project being presented as well as to the topicality,



comprehensiveness and clarity of the content. Authors will be notified of the outcome of their submission by e-mail by April 2015. Drafts may be:

- **Accepted** immediately and invited to submit the full version by 3 August 2015;
- They may be **Rejected** with an explanation of the reasons - for rejected papers there is no presentation possibility during the Congress.
- or they may be **Conditionally Accepted** and asked to resubmit their paper by 8 May 2015, after which a final decision of 'Accepted' or 'Rejected' will be made and the result sent to the author. Unless already submitted as the final version by 8 May, the full paper will be due by 3 August 2015.

Selection of Special Interest Sessions proposals

The International Programme Committee assesses the proposals for Special Interest Sessions that have been submitted on time and in the specified format and selects those that it wishes to accept initially together with a short reserve list. Session organisers will be notified of the outcome of their submission by April 2015. For unsuccessful proposals there will be no further opportunities to stage a Session at the Congress. Session organisers might be requested by the Programme Committee to improve or fine tune the description and/or the list of proposed speakers.

Presenter tasks and workload

Presenting at ITS 2015 Congress involves a significant amount of preparation, including the submission of a paper (for authors presenting a paper), a PowerPoint presentation and coordination with the moderator of the session. This preparatory work is essential to maintaining the high quality standards of ITS Congresses. With hundreds of presenters involved in the programme, it is very important that deadlines are met to ensure the preparation for the event is as smooth as possible.

Registration of main authors

A registration fee is associated with all ITS Congresses. All accepted and invited paper authors and special session moderators and speakers are required to register on time and pay accordingly for the ITS 2015 Congress. The main author or designated speakers are required to register when submitting their final paper. All presenters must register by 3 August 2015. Failure to do this could result in losing your presentation slot.

Key dates

- Call for Papers & Special Interest Sessions proposals: final submission deadline **19 January 2015 23:59** (midnight) Central European Time
- Review & selection procedure: February - March 2015
- Authors notified of outcome: April 2015
- Deadline for resubmission of Conditionally Accepted papers : 8 May 2015
- Final paper submission: 3 August 2015
- Speaker registration deadline: 3 August 2015

Submission Management

For Technical enquiries of submission website: itssubmissions@mci-group.com / +31 20 679 3411.

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