**Quick Guide to Conference Record (CR) Submissions**

Below is a quick guide on how to create your submission(s) to the Conference Record for the 2019 IEEE NSS/MIC/RTSD. Detailed information on each step is available below.

Please start the approval process well before the submission deadline. Deadline to receive submissions to the Conference Record: December 13, 2019.

**1) Prepare your Manuscript**   
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**Manual for Conference Record (CR) Submissions**

**A) General information**

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All manuscripts submitted through the conference web site will be made available immediately at the ‘Conference Record’ web link. However, only those that meet the following requirements will be included in the CR: 1. Paper (oral or poster) has been presented at the conference 2. Manuscript conforms to the page layout requirements specified in the online templates available at IEEE Author Digital Tools 3. PDF file is IEEE Xplore-compatible 4. PDF file and the electronic copyright form are received no later than the December 13 deadline

Please start the approval process well before the submission deadline.

**B) Prepare your manuscript**

**IEEE Guidelines on Republication**

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Therefore, each author has the following two options when submitting a paper to the Conference Record: 1. Submit only an extended abstract (minimum 2 pages) to the Conference Record and then subsequently submit a full-length manuscript to a journal. This extended abstract can be an improved version of the summary submitted during the review process. 2. Or submit a regular, full-length manuscript to either the Conference Record (maximum 8 pages) or to a journal, but not to both. Information about the three most appropriate peer-reviewed IEEE journals is available here.

**Instructions for formatting papers for the Conference Record**

To ensure a timely release of the CR, please follow the process described below for manuscript submission.

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Once the upload has succeeded please double-check the uploaded file to ensure that you have submitted the correct one.

The deadline for submissions to the Conference Record is 13 December 2019.

**D) Special instructions for RTSD authors**

So that the RTSD papers may be collected in the August issue of the IEEE Transactions on Nuclear Science (TNS), RTSD papers should be submitted to TNS by Dec. 1. RTSD papers submitted after that date may not complete the review process by June 1, the deadline for the August issue. Those RTSD papers that complete the review process after June 1 will appear in later issues of TNS and be identified as originating in the RTSD Symposium. When submitting a paper to TNS at [ScholarOne Manuscripts](http://mc.manuscriptcentral.com/tns-ieee)[TM](http://mc.manuscriptcentral.com/tns-ieee), please indicate the ‘Type’ to be "RTSD". This will ensure that the paper is routed to the appropriate senior editor and helps us aggregate the RTSD Symposium papers.