



## CIE 2023 Author Guidelines

2023-03-05 Abstract submission deadline  
2023-05-01 Notification of acceptance or rejection  
2023-06-30 Full paper submission deadline  
2023-07-31 Early registration deadline  
2023-09-11 Standard registration deadline

### Submission Information and Instructions

**Please read these instructions carefully before submission of your abstract!**

**Non-adherence to them may result in rejection of your abstract.**

1. **GENERAL:** Participants are invited to submit original scientific abstracts for oral and/or poster presentation provided that the abstracts have not been previously published as a full paper. If you have submitted your paper to a journal for publication, please ensure that the publication date will be after the conference.

- Authors are requested to conform to the guidelines below for submission of abstracts. Abstracts not conforming to the guidelines will not be referred for review.
- The abstracts must be submitted in English and the presentations must be given in that language.
- Abstracts will be reviewed by a panel of experts and may be selected for oral or poster presentation (or may be rejected). The time allotted for each oral presentation will depend on the session to which the abstract is allocated.
- Submission of an abstract constitutes a formal commitment by the author to present the paper in the session and at the time decided upon by the International Scientific Committee (ISC). Any change in the presenting author needs to be communicated in the form of a written statement to the International Scientific Committee via CIE Central Bureau. If the original presenting author is unable to present the paper, it is that person's responsibility to ensure that one of the co-authors takes over this role. Failure to present the paper for other than well-founded reasons will lead to rejection of abstracts submitted at the next CIE Conference.
- The registration fees for the presenting author will not be waived. We encourage authors to register via the online registration system (will open soon) at the same time as they submit abstracts as, much to the regret of the organizers, failure to register by the presenting author by **July 31, 2023** (by the early registration deadline) will automatically imply that the presentation will not be included in the Final Programme.

Notification of acceptance or rejection by the International Scientific Committee will be mailed to the submitting author at the e-mail address supplied by **May 1, 2023**. Detailed information, guidelines and recommendations for oral or poster presentation, as well as time allotment, date, hour and venue, will be sent in due time.

Abstracts sent other than through the online submission system (by mail, e-mail or fax) will not be accepted.

2. **DEADLINE:** The deadline for submissions is **March 5, 2023 at 11:59 PM Central European Time**.



3. **SUBMISSION LIMIT:** There are no restrictions on the number of submissions you may make. However, note that

- a maximum of two oral presentations will be allowed per presenter;
- same or similar abstracts for different topics must not be submitted.

4. **FORMAT:** The Abstract Template for CIE 2023 (this is the same as was used for CIE 2021) must be used for the preparation of the abstract. Click on the link to download the file. Only abstracts using the styles of that template file will be accepted. Your abstract file for submission shall be labelled as follows: *Author's last name, first name (optional number if more than one submission of the same author).doc(x)*.

5. **WORD LIMIT:** There is a limit of **1000 words** for the text of your submission. There is no requirement regarding the minimum length of an abstract, but keep in mind that your abstract should have enough substance for an adequate evaluation by the reviewers.

6. **TITLE:** The title shall be entered in **uppercase**. Do not put your title in quotation marks.

The title should clearly indicate the nature of the investigation. Abbreviations should be avoided in the title, but may be used in the body text if they are defined at first usage.

7. **AUTHORS AND INSTITUTIONS/AFFILIATIONS:** Please name all authors and their institutional affiliations in the header of your abstract.

**Please note the guidelines regarding the presenting author in the general part of these instructions (see 1.)!**

For the purpose of the abstract review, which will be a double-blind review (see 13.), the author name(s) will be hidden. Only for publication in the abstract booklet later on author details will be made unhidden.

8. **CONTENTS OF THE ABSTRACT BODY:** The abstract should be as informative as possible. For that please use the structure given by the template:

- State the motivation and specific objective of the study.
- State the methods used, if pertinent.
- Summarize the results obtained.
- State the conclusions reached.

9. **TABLES AND IMAGES:** No tables or images are allowed in your abstract. Please note that you should not submit a detailed paper, but an extended summary of the project you want to present. Any tables or images submitted will be deleted.

10. **REFERENCES AND PRODUCT ADVERTISEMENT:** No references are allowed in your abstract. These are usually not necessary to reveal the aim of your abstract. As the review of your abstract will be performed double-blind (see also 13.), any disclosure of the names/affiliations of the author(s) shall be avoided. Any references to products or even product advertisement are not allowed either.

**Note that the abstract may be rejected if you do not adhere to this requirement!**

11. **EQUATIONS AND FORMULAS:** Please avoid including equations and formulas in your abstract. Usually these are not necessary to reveal the aim of your abstract.



**12. PRESENTATION TYPE AND TOPIC:** You have to select the appropriate presentation type and topic for your submission. Select the appropriate presentation type and topic using the drop-down menu provided. Note that the International Scientific Committee may or may not agree with this choice.

**13. REVIEW:** For the evaluation of your abstract a double-blind review will take place, which means that both the reviewer and author identities are concealed from the reviewers, and vice versa, throughout the review process. The reviewers will judge the abstracts according to the relevance to the conference, standard of English, objectivity of statement, description of what was done, suitability of methods in relation to aims, conclusions confirmed by objective results, scientific value, originality of work and overall impression.

**Note that for the purpose of the abstract review the author name(s) will be hidden.**

**14. Prizes for full papers submitted to and presented at CIE 2023:** As at CIE 2021 there will be prizes awarded for: Best Oral Paper; Best Student Paper; and Best Poster Paper. The prizes will be a selection of up to three CIE publication and free registration at CIE 2025 and consideration for the "best of papers" to be included in a special issue of the journal **Lighting Research and Technology** (LR&T).

Only submitted full conference papers will be considered for these awards. The Best Student Paper will be awarded to a paper where the main author is a student and is the person presenting the paper at CIE 2023.

**15. OPEN ACCESS OF CONFERENCE PROCEEDINGS PAPERS:**

For the CIE 2023 conference proceedings there will be an option for open access for individual papers. Further details about open access will be provided at the time authors are requested to submit their final papers for inclusion in the CIE 2023 conference proceedings.

**16. SUBMISSION OR MEETING QUESTIONS:** If you have questions regarding the submission criteria or questions about the meeting, please contact the CIE Central Bureau at [ciecb@cie.co.at](mailto:ciecb@cie.co.at).



## INSTRUCTIONS FOR THE PREPARATION OF PAPERS FOR CIE PROCEEDINGS

In order to receive uniform contributions for the proceedings this document includes detailed instructions for the preparation of your paper in terms of the use of fonts, styles and related information.

These instructions shall be used in conjunction with the [Guidelines for Notation to be used in CIE Publications](#) and the [Template for Preparation of Papers for CIE Proceedings](#), which has to be used for the preparation of your manuscript.

The following issues shall especially be taken care of in the preparation of the paper:

- Your paper shall not have more than **10 pages** and shall be provided as **DOC and PDF file**. The size of the DOC and PDF files shall not exceed **15 MB in total**. In case the files exceed this size, please contact us at [ciecb@cie.co.at](mailto:ciecb@cie.co.at) for further guidance.
- Use the page and style settings as well as the structure provided in the [template document](#).
- Fill the header line with the author name(s) and the TITLE of the paper using the following style: a) one or two author(s): the author name(s) shall be named, b) more than two authors: the first author shall be named followed by “et al.”. The author name(s) shall be written in the following style: family name, initial(s) of the first name(s) (e.g. “Smith, M.D.”) and shall be separated by a comma in case of two authors (e.g. “Smith, M.D., Miller, A.”). The TITLE of the paper shall follow the author name(s) after insertion of a space and shall be written IN CAPITALS, e.g. “Smith, M.D. et al. THIS IS AN EXAMPLE TITLE” (in this example more than two authors are involved). If the TITLE does not fit in one line it shall be cut and “...” shall be added to the end of the TITLE.
- Do not insert page numbers.
- The default font shall be **Arial, 10 pt, spacing: Expanded 0,4 pt**.
- Figures (graphs, diagrams and photographs) shall be clear and precise. They may be in colour or black and white. Any text used in the figures shall have the same font and size as the text of the paper. Figures shall be aligned centred. Use the following designation **below** the figure:

**Figure 1 – Caption of Figure 1 {centred}**

- Tables shall be aligned centred. Use the following designation **above** the table:

**Table 1 – Caption of Table 1 {centred}**

- If equations are used, they shall be numbered consecutively, with the equation number, within parentheses, positioned flush right, using a right tab stop, as in the following example:

$$a^2 + b^2 = c^2 \tag{1}$$

- Use British spelling, not American, e.g. “colour”, not “color”.
- Define abbreviations and acronyms the first time they are used in the text, even after they have been defined in the abstract.
- Cite references in the text by using the Harvard style, i.e. stating the author(s) or the organization and the year of publication in brackets, e.g. (Jerome, 1974) or (CIE, 1974). If there are more than two authors, the first author shall be named followed by “et al.”, e.g. (Jerome et al., 1974). If more papers from the same source and year appear in the publication, the year of publication shall be followed by a lowercase letter, e.g. (ISO,

1994a); (ISO, 1994b). The references shall be given in alphabetical order in a section **References** at the end of the document. Should any of your references include a Document Object identifier (DOI) please include this at the end of any such reference using the following format: (DOI: xxxxxx).

- Regarding the use of symbols, units and functions consult the [Guidelines for Notation to be used in CIE Publications](#).
- Use the [Template for Preparation of Papers for CIE Proceedings](#) for the preparation of your file. Do not change the format settings in the template.

**Please note that your paper may be subject to being rejected in case it does not comply with these guidelines.**

**Please note that you have to sign and submit the [Copyright Agreement](#) together with your paper. Without Copyright Agreement your paper cannot be published in the proceedings.**

## Annex A

### Guidelines for Notation to be used in CIE Publications

#### A.1 General

##### A.1.1

The default font for CIE publications shall be Arial 10 pt.

##### A.1.2

Quantity symbols shall be in italic Times New Roman font, or italic Word 'symbol' font in the case of Greek symbols.

##### A.1.3

Symbols for quantities and variables shall be in italics (see also A.1.2, A.2.5, A.2.14); symbols for units and for descriptive terms (e.g. *r* for relative) shall not be in italics.

##### A.1.4

Where spectral quantities are expressed in the form  $X_{\lambda}(\lambda)$ , the subscript  $\lambda$  indicates the quantity  $dX/d\lambda$  and shall therefore be in italics.

##### A.1.5

Arabic numerals shall be used for all numbers, whether in equations or free flowing text.

##### A.1.6

Every instance of a numerical value of a quantity shall be accompanied by the relevant unit for the quantity, e.g. 380 nm to 780 nm, not 380 to 780 nm.

##### A.1.7

Where numerical values of a quantity are given, the unit shall be expressed in abbreviated form (see also A.3.3), e.g. 380 nm, not 380 nanometres.

##### A.1.8

The unit symbols for degree, minute and second (for plane angle) shall follow immediately the numerical value; all other unit symbols shall be preceded by a space (also '%' and '°C').

##### A.1.9

Multiplication of numerical values shall be indicated by  $\times$  from the Word 'symbol' font, e.g.  $3 \times 4 = 12$  or  $1,8 \times 10^{-3}$  (not  $1,8 . 10^{-3}$  or  $1,8 \cdot 10^{-3}$ ).

##### A.1.10

If mathematical operators are used, it must be clear whether this applies to a quantity or a numerical value; e.g.  $20 \times 30$  m is not the same as  $20$  m  $\times$   $30$  m.

##### A.1.11

The decimal marker shall be a comma; for numbers less than 1 a zero shall be used before the decimal comma, e.g. 0,12.

##### A.1.12

Digits of numerical values either side of the decimal marker shall be split into groups of three using a fixed space e.g. 12 345,678 90; the exception is four digit numbers representing a year date, which should be written without a space, e.g. 2008.

**A.1.13**

Where used in the index and clause headings of documents, symbols shall always be in square brackets, but abbreviations, units and additional text shall be in round brackets.

**A.1.14**

All country abbreviations shall use the ISO country code.

**A.2 Symbols for Quantities and Functions****A.2.1**

Only SI quantities, or quantities defined by the CIE in the International Lighting Vocabulary, shall be used.

**A.2.2**

Where a quantity has a symbol that is recommended within the SI, then this symbol shall be used.

**A.2.3**

Quantity symbols shall be single letters or symbols; multiple letters shall not be used.

**A.2.4**

Subscripts shall be used to distinguish between related quantities; e.g. the subscript *v* is used for photometric quantities, such as illuminance, and the subscript *e* for radiometric quantities, such as irradiance.

**A.2.5**

All subscripts shall not be italicized unless the subscript represents a variable; e.g. the symbol for illuminance is  $E_v$  (*v* not in italics).

**A.2.6**

Multiple subscripts shall be separated by commas, with the inclusion of a space after the comma if this is required to prevent italicized characters overlapping, and must maintain the convention for use of italics; e.g. spectral irradiance has the subscript  $e,\lambda$  with  $\lambda$  in italics.

**A.2.7**

Where a subscripted quantity is used with a bracket, with the bracketed quantity indicating a variable, the subscript shall be placed before the bracket, e.g.  $L_e(\lambda)$ .

**A.2.8**

Variables with both a superscript and a subscript shall be set using the equation editor so that the superscript is placed over the subscript, e.g.  $\Delta E_{ab}^*$ .

**A.2.9**

Where symbols use a 'dash', this shall be represented by the Word 'symbol' font character ' instead of the single quote character ', e.g.  $u'$ ,  $v'$  and not  $u',v'$ .

**A.2.10**

Symbols for mathematical functions, such as cos for cosine and log for logarithm, shall be in Arial font and should not be italicized.

**A.2.11**

Where several quantity symbols are multiplied together, these shall be separated by a space, e.g.  $l = v t$ .

**A.2.12**

Where a numerical value is multiplied with a quantity symbol, they shall be separated by a space, e.g.  $l = 3 t$ .

**A.2.13**

Where quantities are divided by one another, the use of negative exponents is preferred, although the fractional form or divisor symbol may be used in cases where this cannot lead to any ambiguity or confusion; e.g. the following are all acceptable:

$$v = d_0 \log 0,05 (\log T)^{-1}$$

$$D = 1/\Phi_m$$

$$q = \frac{L}{E}$$

**A.2.14**

Symbols for functions and function variables shall be in Arial font, or Word 'symbol' font in the case of Greek symbols.

**A.2.15**

Integrals shall include a space before the integrand symbol, the 'd' in the integrand shall not be italicized and all other rules for symbols shall be observed, as in the following examples:

$$H_v = \int_{\Delta t} E_v dt$$

$$\int \varphi(\lambda) \cos \varepsilon d\lambda$$

**A.3 Units****A.3.1**

Only SI units or units recognized for use with SI shall be used.

**A.3.2**

Only accepted abbreviations of units shall be used.

**A.3.3**

Abbreviations for units shall only be used in association with numerical values or quantity symbols; e.g. 'the resistance is 10  $\Omega$ ', 'resistance measured in ohms' or a graph axis labelled ' $R/\Omega$ ' are all acceptable but 'resistance measured in  $\Omega$ ' is not.

**A.3.4**

Names of units shall always be lowercase, e.g. watt.

**A.3.5**

Abbreviations for units shall be lowercase unless the unit is named after an individual; e.g. the abbreviation for the metre is m whereas the abbreviation for the watt is W.

**A.3.6**

Prefix symbols for mega and larger shall be capitalized, e.g. MHz for megahertz.

**A.3.7**

Prefix symbols for kilo and smaller shall be lower case, e.g. mm for millimetre.

**A.3.8**

Names, symbols, abbreviations and prefixes for units shall all be in Arial font, non-italic.

**A.3.9**

Where several units are combined for a given quantity, the units shall be separated by a mid-centred dot, e.g. A·s.

**A.3.10**

Negative exponents shall be used in cases where units are divided by one another, e.g.  $\text{cd}\cdot\text{m}^{-2}$ ,  $\text{W}\cdot\text{m}^{-2}\cdot\text{sr}^{-1}$ .

**A.4 Checklist**

Guideline	Guideline reference(s)	Y/N?
All general text Arial 10 pt with all numbers in Arabic numerals?	A.1.1, A.1.5	
Symbols in correct font and correctly aligned? <ul style="list-style-type: none"> <li>Quantities and variables: Italic Times New Roman font or italic Word 'symbol' font for Greek symbols, and Word 'symbol' font for 'dash' symbol</li> <li>Units, descriptive terms and mathematical functions: Arial, non-italics</li> <li>Symbol 'dash' represented by ' not '</li> <li>All subscriptswith comma separators if appropriate, and only in italics if they represent a variable?</li> <li>Subscripts before brackets, if used</li> <li>Superscripts placed over subscripts, if both used</li> </ul>	A.1.2, A.1.3, A.1.4, A.2.4, A.2.5, A.2.6, A.2.7, A.2.8, A.2.9, A.2.13, A.2.14, A.3.8	
Units, in abbreviated form, given for all numerical values of quantities?	A.1.6, A.1.7	
Space between numerical value and units?	A.1.8	
Multiplication of numerical values indicated by $\times$ ?	A.1.9	
Clear whether mathematical operator applies to a quantity or a numerical value?	A.1.10	
Comma used as decimal marker?	A.1.11	
Digits split into groups of three either side of decimal marker (except for year dates)?	A.1.12	
Correct use of brackets in index and clause headings?	A.1.13	
Country abbreviations use the ISO country code	A.1.14	
SI quantities and units used?	A.2.1, A.3.1	
SI symbols used for quantities where available?	A.2.2	
Quantity symbols all single letter or symbols?	A.2.3	
Space between multiplied quantities?	A.2.11, A.2.12	
Negative exponents used; fraction form or divisor symbol for simple cases only?	A.2.13	
Integrals have space before integrand symbol, with d not italicized	A.2.15	
Correct SI symbols used for units (including correct case for unit abbreviations and prefixes) and all in Arial font?	A.3.2, A.3.5, A.3.6, A.3.7, A.3.8	
Abbreviations for units only used with numerical values or quantity symbols	A.3.3	
Unit names all lowercase?	A.3.4	
Units separated by mid centred dot with negative exponents used for divided units?	A.3.9, A.3.10	

## A.5 Recommended Equation Editor Settings

(adopted from ISO *eServices Guide*, ISO 2005)

### a) Setting 1: Format / Spacing...

Line spacing	150 %
Matrix row spacing	120 %
Matrix column spacing	100 %
Superscript height	45 %
Subscript depth	25 %
Sub/superscript gap	15 %
Limit height	25 %
Limit depth	100 %
Limit line spacing	100 %
Numerator height	35 %
Denominator depth	100 %
Fraction bar overhang	1 pt
Fraction bar thickness	0,5 pt
Sub-fraction bar thickness	0,25 pt
Slash/diagonal fraction gap	8 %
Fence overhang	1 pt
Horizontal fence gap	10 %
Operator spacing (% of normal)	100 %
Non-operator spacing (% of normal)	100 %
Character width adjustment	0 %
Minimum gap	8 %
Radical gap (vertical)	17 %
Radical gap (horizontal)	8 %
Radical width (% of normal)	100 %
Embellishment gap	1,5 pt
Prime height	45 %
Box stroke thickness	5 %
Strike-through thickness	5 %
Matrix partition line thickness	5 %
Radical stroke thickness	5 %

**b) Setting 2: Style / Define...**

Style	Font		Character format	
	Type 1 Base 13	True Type	Bold	Italic
Text	Helvetica	Arial		
Function	Helvetica	Arial		
Variable	Times	Times New Roman		<input checked="" type="checkbox"/>
L.C. Greek	Symbol	Symbol		<input checked="" type="checkbox"/>
U.C. Greek	Symbol	Symbol		<input checked="" type="checkbox"/>
Symbol	Symbol	Symbol		
Matrix-Vector	Times	Times New Roman	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Number	Helvetica	Arial		

**c) Setting 3: Size / Define...**

Full	10 pt
Subscript/Superscript	80 %
Sub- Subscript/Superscript	70 %
Symbol	170 %
Sub-Symbol	120 %