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Checklist

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One very important thing

Always spell authors' names the same way: **same spelling, same order** (first name, last name), **same names**. And this **everywhere**: in the **paper**, in **conftool**, in the **Springer CtP**. And this **for all your papers** if you have more than one.

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 - ⇒ **Full paper**: 10-12 pages, **Short paper**: max. 8 pages, **WiP**: 6-8 pages, **Poster** 6-8 pages
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- You have carefully considered the remarks of the reviewers to improve the quality of the paper

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- In Conftool (the submission system) Authors' names are spelled exactly as in the paper
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 - ⇒ **first name** = name = given name
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- Poster papers or Work-in-Progress papers: The title has to be preceded by "Poster: {Your title here}" or "Work-in-Progress: {Your title here}"
- The corresponding author has submitted the paper (if not please contact Sebastian, ssr@online-engineering.org, he will change this in Conftool)

Springer CTP (Consent to Publish Form)

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 - ⇒ **Name of the corresponding author**: give **only** the name of the **corresponding author (this can be only one person)**
 - ⇒ **Title of the contribution**: Title of your paper
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