

### COMCAS 2021 Author Instructions for Manuscript / Summary Submission (Revised, 18 April 2021)

This document provides guidance on the submission of your manuscript or summary to COMCAS 2021. The deadline for manuscript and summary submissions is <u>17 July 2021</u>.

COMAS 2021 will feature the following awards:

- The Mini-Circuits Harvey Kaylie Best Paper Award
- The Mini-Circuits Harvey Kaylie Best Student Paper Award
- The European Microwave Association (EuMA) Student Paper Awards

To qualify for any of the above awards, a full manuscript of 4 to 6 pages in length must be submitted by 17 July 2021. Papers where the first author is a student can qualify for the Student Paper awards.

The *IEEE Xplore*<sup>®</sup> Digital Library will serve as the official proceedings digest of COMCAS 2021. In view of COVID-19, COMCAS 2021 is instituting a new option where authors may submit a summary paper only. When this option is applied, accepted papers will be published in the USB stick that will be distributed at the conference, but these summary papers will not be published in IEEE Xplore. *Those authors desiring to have their manuscript included in the IEEE Xplore official digest must submit a full paper as the initial submission, followed by a final manuscript submission at a later date (10 September 2021, as explained below and assuming the submitted summary was accepted for presentation at COMCAS 2021). We again emphasize that authors wanting to qualify for a Best Student Paper or Best Paper award must submit a full paper by 17 July 2021.* 

### **1. Initial Manuscript or Summary Submission**

COMCAS 2021 will follow a two-step paper submission process. For a paper to be published in IEEE Xplore, the initial manuscript must be of length of 2 to 6 pages, conforming to one of the provided templates (see Authors Instructions on the COMCAS 2021 website). (If authors wish for their submission to qualify for a Best Paper or Student award, the page count is 4 to 6 pages.) This initial submission will be used to determine suitability of the paper for inclusion in COMCAS 2021. The initial submission can also be a summary paper of one to four pages in length describing what the authors would like to present at COMCAS 2021. Accepted summary papers will be included in the USB digest distributed at the conference, but will not be published in the official COMCAS 2021 digest to be published in IEEE Xplore.

Authors of accepted full papers will be requested to submit a final manuscript conforming to the COM-CAS 2021 full paper template, which will be due **10 September 2021** (click links in the Authors Instructions web page to obtain the templates). Accepted manuscripts will be published in the IEEE COMCAS 2021 Proceedings, which will be made available through *IEEE Xplore*<sup>®</sup> Digital Library.

Please note the following requirements, which will be strictly enforced:

- 1. Submit all manuscripts and summaries to the COMCAS 2021 Manuscript Submission Web Site (link below) for consideration as an oral or poster presentation. Authors desiring to submit more than one paper must repeat the manuscript submission process for each paper. An author may submit up to two papers (see instructions below).
- 2. File format must be PDF. This will be the only format accepted.



- 3. Limit the submitted document to 10-Megabyte file size, 2 to 6 pages. *These limits will be strictly enforced*. Remember, to qualify for publication in IEEE Xplore, the minimum initial manuscript length must be 2 pages; to qualify for the Best Paper or Student paper awards, this page count minimum is 4 pages.
- 4. Be sure to supply all requested information in the manuscript submission process (link provided below).
- 5. Manuscripts and summaries must be written in English.
- 6. Full manuscripts must follow the provided templates, which can conform to US or International dimensions (click links in the Authors Instructions web page to obtain the templates). Separate templates are also provided for summary submissions; it is required that summaries follow these templates.
- 7. Manuscript title, authors, and their affiliations should be clearly stated at the beginning of the manuscript text. This information will also be entered into the manuscript submission system.
- 8. All submitted initial manuscripts and summaries will be reviewed by the COMCAS Technical Program Committee to determine acceptance of each submission, and whether the submission should be presented in an oral or poster session. Authors of papers accepted for oral or poster presentation will be notified by 20 August 2021; notices expressing submission rejections will also be sent at this time.
- 9. COMCAS 2021 will not accept plagiarized content. This includes re-used content from an author's prior publication in a journal, conference proceeding, or earlier COMCAS event. Plagiarism will be checked for; thus, authors are obliged to submit new content. Likewise, use of content without attribution will be flagged. Such papers risk rejection.

In submitting a manuscript or summary, authors agree that, if their paper is accepted, they will submit a revised final manuscript by 10 September 2021, and that at least one author will register by 10 September 2021 to attend COMCAS 2021 and present the paper or poster. The final manuscript submission will contain corrections or address recommendations pointed out during the paper review. This submission will also provide authors the opportunity to supply additional data, update results, reinforce presented concepts, and provide other information to their initial manuscript.

Additional Information for Manuscript Submission:

- At least one presenter from each accepted contribution must register for the COMCAS 2021 Conference by 10 September 2021 in order to be included in the final program. The final manuscript must likewise have been uploaded into the submission system for publication by the due date for the final manuscript submission. Up to two papers can be covered by a single registration.
- Expenses for travel and attendance including registration fee, are the responsibility of each presenter.
- All papers must be submitted with an IEEE copyright authorization form. This step will apply to the final submission.

## 2. How to Submit your Initial Summary or Manuscript

A complete submission requires the following actions:

- 1. Create, proof read, and check the layout of your manuscript or summary. Links to templates providing guidance on the full paper layout are provided in the Authors Instructions page of the COMCAS Website.
- 2. Convert your document to a PDF file. You may do the conversion to PDF through the IEEE PDF Express system. Instructions are as follows:



a) Go to the Website <u>https://ieee-pdf-express.org/</u> Note this system is different than EDAS and is only used to produce PDF files compatible with EDAS and IEEE publications.

b) Enter your email address and password. Use the same information that you used from other conferences (including earlier COMCAS conferences) that make use of PDF Express. If you are new to this system, click the button "Create a New Account". If you cannot remember your password, click the "Forgot your password?" link.

c) Enter **52219X** for the Conference ID.

d) Upload your Word, PDF, or other document as instructed into PDF Express. Note you can use PDF Express to clean up PDF documents that might have font and other problems during the submission process.

e) After a few minutes the new PDF document will be emailed to you. This new PDF document should be ready and compatible with EDAS and IEEE processes.

3. Go to the COMCAS 2021 Manuscript Submission page (below) to input the required information and upload your manuscript or summary PDF document.

# All of these actions must be completed prior to the manuscript submission deadline of 17 July 2021.

## 3. Step-by-Step Instructions for Manuscript or Summary Submission

**NOTE:** If you are submitting more than one paper, you will need to repeat the submission process for each paper.

Manuscript and summary submissions are handled through the Editor's Assistant (EDAS) Website. To submit your manuscript, please follow the steps below.

**Step 1.** Register your submission on the EDAS paper submission system. This is performed by logging onto the following link:

https://edas.info/N28159

This link should bring you to a page that looks like this:

	CASEO21 CONFERENCE ON MICROWAVES, ANTENNAS & ELECTRONIC SYSTEMS
IEEEE COMCASE INTERNATIONAL CONFERENCE ON N COMMUNICATIONS, ANTENNAS & LECTR EDAS LOG	1-3 November 2021 David Intercontinental Hotel Tel Aviv, Israel
If E	Your email address Password Log on you cannot remember your password, you can reset your password. you do not have an EDAS login, you can reset a new account. DAS uses cookies to keep you logged in. you have difficulties, please contact help@edas.info. Documentation and other background nformation can be found here.

Once you are at this site, you have the choice of 1) registering as a new author on the EDAS system, or 2) if you have already submitted a paper to the EDAS system for COMCAS 2019, COMCAS 2017, or another conference managed by the EDAS paper submission system, you may simply enter the email address and password that you already used for EDAS. Prior users of EDAS will be able to recall their profile information for the COMCAS document submission. If you forgot your password, reset it as instructed.

If you are using EDAS for the first time, click **create a new account**. You should then see the following screen where you will fill in information about yourself (only part of the screen is shown):



Create new account	
Create a new EDAS account:	
Only the fields marked with a red star fields.	r (name, affliation, country, email, status) are required. You may skip all other input
Name	
*Title	choose salutation 💙
First name (please spell out, i.e., Jane instead of J.)	
Middle initial, if any	
*Last name (mixed case, i.e., Smith instead of SMITH)	
Suffix, such as Jr. or III	
Affiliation	
*Status (for statistics and registration options)	invalid 🗸
*Current affiliation (e.g., University of Testing)	
or <i>none</i> - do NOT include street address or country	
Additional affiliation (e.g., XYZ Company)	
Country of second affiliation, if different	
(rarely used)	•
Job title (e.g., Associate Professor, Senior	
Wizard, Research assistant)	
Department	
Mailing address	
Room	

Be sure to enter the information into the fields marked with a red \*. If there are multiple authors, the information about the additional authors can be entered later, as described below.

After you fill out the above form, at the bottom of the form's page click the EDAS privacy box then click the "Add this person" button as shown below. You will then be sent to the following screen below. Depending on the information that you provided, EDAS might display a list of similar names. This is to make sure that the author's information that was just now entered does not correspond to that of a different EDAS user. If the author believes that his/her name corresponds to a name in the list, click that name. Otherwise, go to the bottom of the page, click the "This is not a duplicate" box then click the button "Add this person."



### Create new account

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The following EDAS users with similar names exist already. Please use one of the existing entries if is the same person. If not, check the 'This is not a duplicate' box at the bottom of the list. **Do not create a new entry if the person is now at** a different institution or has a different email address; rather, ask the individual to update his or her EDAS record.

EDAS ID	Name (show)	Affiliation	Email (partial)	
1839919	Craig Doe	none	9	om
1520022	Daniel Doe	University of Southern California		mail.com
1477074	James Doe	Ministry of Silly Walks		com
8633	Jane Doe	Nowhere University		
1729558	Jane Doe	UMC		9
196519	Jane Doe	Stanford		
265103	Jane Doe	SMPTE		
1157247	Jane Doe	Universidad Distrital Francisco Jose de Caldas		a.edu
1589546	John Doe	University of Testing		
229233	John Doe	University of Universe		il.org
1470641	John Doe	University of the West		com
1014901	John Doe	KAIST EE		
1397850	John Doe	TU Darmstadt	e	
This is not	a duplicate 🔽	id this person		

Once you add yourself as the owner of a new EDAS account, you should see the following screen:

Create n	new account
not resubmit	nail address by contacting the gmail.com. email server. This may take several minutes if the person's email server is slow. Do request. -smtp-in.1.google.com 0@gmail.com verified with sender bounce@edas.info.
	For security reasons and to allow conflict-of-interest checking, anonymous email domains are discouraged. Please use a company, university, ACM or IEEE email address. If that is not possible, contact EDAS help.
<ul><li>✓</li></ul>	Instructions for setting up the password were mailed to 20@gmail.com. Once you receive it and create your password, you can login.
EDAS at 172.30.0.206 (	Fri, 17 Feb 2017 0L18:29 +0000 UTC) [User 0 using Win10 Firefox 0.0 unknown 0.0440.512 s] Request help

When authors make use of email addresses from Gmail, Yahoo, Microsoft, and other popular email services, the EDAS system displays the warning in the above screenshot. You may ignore this warning.

Step 2. Receive welcome email.

Following the entry of the author information, you will receive a welcome email from the EDAS system, confirming your identity and a link to set the password. If you do not receive this email, please be sure to check your spam folder. Once you establish your password, your EDAS account will be ready to begin the paper submission process.



Step 3. Register your paper.

You may now return to the email you initially received and click the link "register your paper". If you already have an EDAS account, you can go directly to http://edas.info/N28159 to register your paper. (This same address can also be used to go back to your paper entry to make changes, which is described later in this document.) You will then see the following page, where you will be given a list of conference tracks, one of which you will chose to have your paper presented:

IEEECOMCA Register a	paper for 2021 IEE	onter Register Travel grants My Help E International Conference on Microwaves, Antennas, Communications and Electronic Systems (COMCAS)	Anto	
Commu	inication	r for 2021 IEEE International Conference on Microwaves s and Electronic Systems (COMCAS) brit a paper, tracks without links are not accepting submissions at this time.	, Ante	innas,
Conference	Track (submit)	Description	Register paper by	Review manuscrip due
COMCAS 2021	Antennas, Propagation, and Scattering		May 14, 2021 20:52:59 EDT	Jul 16, 2021 20:52:59 EDT
COMCAS 2021	Biomedical Engineering		May 14, 2021 20:52:59 EDT	Jul 16, 2021 20:52:59 EDT
COMCAS 2021	Communications and Sensors		May 14, 2021 20:52:59 EDT	Jul 16, 2021 20:52:59 ED1
COMCAS 2021	Invited and Other Special Sessions Track	This track is reserved for invited speakers, special session, and other papers or presentations that do not require review.	May 14, 2021 20:52:59 EDT	Jul 16, 2021 20:52:59 ED
			May 14,	

Note: not all of the COMCAS 2021 conference tracks are shown in the above screen shot.

Click the appropriate subject track for your paper (in the column "Track") in the above list (e.g., "Communications and Sensors"), then you will be brought to a screen resembling the following:

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and Electronic Systems (COMCAS): Co	tional Conference on Microwaves, Antenr ommunications and Sensors	ias, communications
Register paper	Add authors	Upload review manuscript
•Title of paper •Keyword 1 (required) Keyword 2 (optional) Keyword 3 (optional) Keyword 4 (optional) Keyword 5 (optional) Keyword 6 (optional) Keyword 7 (optional) Keyword 7 (optional) Keyword 8 (optional) Keyword 9 (optional) Keyword 10 (op	Your paper title here SG RF Sensing Low Power Yes ▼ Student ▼ Crai ▼ Full Manuscript ▼	

Keyword 7 (optional)	
Keyword 8 (optional)	
Keyword 9 (optional)	
Keyword 10 (optional)	
Do you want your paper to qualify for COMCAS 2021 Best Paper Award? 0	Yes 💙
Please choose if this is a student or regular manuscript (choose only one): 0	Student 🗸
Poster or Paper? 0	
Will you only be submitting a summary paper, or a full manuscript?	Full Manuscript V
	Your abstract here.
*Paper abstract (between 100 and 150 words)	rour abstract nere.
*Topics (choose between 1 and 3)	Communications Security First Reponder/Military Communications Green Communication Internet of Things Long Range Low Power Networks Micro/Pico/Ferntocell Devices and Systems Midlud & Space-Time Coding Technologies Modulation & Signal Processing Technologies On-Body and Short Range Communications Radio over Fiber & Optical/Wireless Convergence Sensor Networks and Technologies Software-Defined Radio & Multiple Access Big Data in Communication Networks Beyond SG - Systems & Gendendologies
	Submit

Be sure to enter the unique title of the manuscript, along with keywords or keyword expressions in the boxes that follow, and the abstract (100 to 150 words). *The title entered on this web page must match the title in the submitted document.* Please double check for this match, otherwise it will be flagged later in the paper preparation process.

Just above the Abstract text you will find three drop-down boxes to select:

- Best Conference Paper Award qualification,
- Student or Regular paper,
- **Poster** or **Oral** presentation,
- Full Manuscript or Summary.

If you wish to have your paper qualify for Best Conference Paper Award, be sure to select the drop down box that says **Yes**. If you desire for the paper to be entered into the Best Student Paper contest, be sure to select the box for **Student**. In this case it is expected that the student is the only author, or a co-author, of the paper. The next drop-down is **Oral** or **Poster**; select your preference. Usually the selection of **Poster** is granted in the conference planning. If **Oral** is selected, the COMCAS review staff will try to honor this request, but it might later be scheduled as a Poster depending on time and space availa-



bility and the nature of the paper. Finally, you must select the option for **Full Manuscript** submission or **Summary Only**. **Summary Only** notifies the COMCAS 2021 organizers that you do not intend on submitting a full manuscript and that your paper will not be published in the IEEE Xplore COMCAS 2021 digest.

Next, you may select the type of English (US, English, Canadian); the choice impacts how the spelling checker operates.

Next, select at least one check box corresponding to the topic of your manuscript. This will enable the COMCAS team to assign the appropriate reviewers and session to your submission. You may check up to three boxes if you believe the subject matter of your paper spans multiple fields. If you are an author, be sure to check the "Add yourself as author" button, then click the Submit button. Note additional authors can be added later, as described in Step 4.

The next screen should resemble the following (assuming no errors in your abstract, such as if it is too long, too short, contains spelling errors, etc.):

Property	Change Add	Value												
Conference and track		2021 IEEE Inter	rnational Conf	ference	on Microw	raves, A	\ntenna	s, Communications and	Electronic	Systems (COM	ICAS) - Comn	nunications	and Sensol	2
Authors	Đ	Drag to chang	e order Nam				Flag	Affiliation (edit for	paper)	Email		Country		Delete
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Keywords	Ľ	5G; RF Sensing;	; Low Power											
BestConfPaper	Ľ	Yes												
Student/Regular	Ľ	Student												
PosterPaper	Ľ	Oral												
Manuscript/Summary	Ľ	Full Manuscript	t											
Topics	Ľ	5G systems & n	millimeter wave	propag	ation; Long	Range	Low Por	wer Networks; Sensor Net	works and	Technologies				
Status	8	Pending (no ma	anuscript)	_			_							
Revised manuscript	$\odot$	Can upload p	bages (track) un	til Se										
Final manuscript	$\odot$	Can upload p	bages (track) un	til Se			1							
Review manuscript	$(\mathbf{f})$	Can upload p	ages (track) un	til Jul										

Step 4. Adding more authors.

The above page contains various buttons and parameters that enable you to control the information in your submission. If you wish to add more authors to the submission, simply click the + box in the Authors row. At this point, enter the email address of the additional author. This should be an email address already registered in the EDAS system. If so, a list of possible co-author names is provided in a menu for you to select from. Otherwise, this email address can be that of a new author who has not used EDAS before. For a new author, enter the information asked for. Once you believe that the corresponding information in the screen is correct, hit the button "Add this person". You will then see a screen including the additional author. Repeat this process to add more authors. *Please do not assign more than ten authors to any one paper*. At this point you may also edit the paper Title, Abstract, Keywords, and other parameters.

Step 5. Uploading the manuscript or summary document.

Once you are ready, you may upload the manuscript or summary document by scrolling downward the above screen. Select the file you want to upload from your computer by hitting "Choose File". You will then see the following screen with the selected filename next to the "Choose File" button. This indicates that the file was successfully loaded. If you do not see the file name here, try to upload the file again.



ALL FILES MUST BE IN PDF. DO NOT UPLOAD WORD, LaTeX, POWERPOINT OR FILES IN OTHER FORMATS.

Register paper 🕘	Add authors	Dpload review manuscript
You can now upload your <b>review manuscript</b> for Your New Paper Here until You can upload the following file types: PDF. To convert other file formats, such as Microsoft Word, to PDF, you can use online services. Examples that conversion, including PrimoPDF.	T. include Adobe, PDFonline or FreePDFConvert. There is also free or cheap softv	vare that installs as a printer driver and performs
Files larger than 1 GB need to be uploaded via Google Drive or Dropbox links.		
The file you are uploading should not be longer than 8 pages.		
Send email notification to author: File name or, alternatively, URL for file (e.g., Dropbox, Box or Google Drive; do not use directory URLs)	Choose File No file chosen	

Once you hit the Upload PDF button, you will see the following screen:

Property	Change Add	Value									
Conference and track		2021 IEEE Internation	al Conferenc	e on Micro	waves, A	Intennas	, Communications and Electro	onic Systems (C	COMCAS) - Communication	s and Senso	rs
Authors	Œ	Drag to change order		ID		Flag	Affiliation (edit for pape	er) Email		Email	Delete
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Title	Ľ	Your New Paper Here									
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Keywords	Ľ	5G; RF Sensing; Low Po	wer								
BestConfPaper	Ľ	Yes									
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PosterPaper	Ľ	Oral									
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Topics	Ľ	5G systems & millimet	er wave propa	igation; Lon	g Range	Low Pow	er Networks; Sensor Networks	and Technologi	es		
Status	8	Active (has manuscript	)								
Revised manuscript	$\odot$	Can upload pages (t	rack) until Sep								
Final manuscript	$\odot$	Can upload pages (t	rack) until Sep								
Review manuscript	۰	Can upload pages (t Document (show) pdf textconversion	Pages 1	File size 38,547	Feb 23, 2	2021 23:4	49-28 America/New_York '① t and thus cannot be checked.		/ Report problem Dele	-	

Remember, the EDAS system creates many types of warnings. One way to prevent unnecessary warnings is to be sure that you had entered in EDAS' Manuscript Submission process a paper title that matches the title contained in your manuscript.

**Step 7.** Completing the submission and making further changes.

The above steps complete the Manuscript or Summary Submission process. At this point you may click the drag down menu item "Logout" from the top-level Home menu item.

If you need to return to the Submission Management page (which resembles the above screenshot), simply log into your account at <u>http://edas.info/N28159</u> and select the appropriate menu item. This enables you to re-upload your manuscript (if you made changes to it), add authors, change author information, change topic, edit abstract, etc. You can upload your modified manuscript by clicking the cloud icon near the lower left of the screenshot of the screen above.



If you need additional information about the EDAS system, please refer to the following links: https://edas.info/doc/newUser.html https://edas.info/doc/authors.html

#### In conclusion

We hope that you find the submission process easy. We look forward to seeing you at COMCAS 2021!

Best Regards,

Amir Boag, Technical Program Chair, COMCAS2021 Technical Program Committee Ben Epstein, Publications Chair, COMCAS2021 Shmuel Auster, Conference Chair, COMCAS2021