

Author Guidelines for Contributions to the AGILE: GIScience Series

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Abstract. These are author guidelines for full and short paper contributions to AGILE conferences published in the open access AGILE: GIScience Series by Copernicus Publications (version 1). Authors have to follow these guidelines for the preparation of their contributions. The AGILE conference organisers may decide to reject contributions that do not follow these author guidelines. Please use only the styles of this template (MS title, Authors, Affiliations, Normal for your text, Headings 1–3 and Caption). Figures and tables use the style Caption as the example of Fig. 1.

Keywords: template, formatting, reproducible paper guidelines

1 Scope of the Author Guidelines

AGILE conference proceedings are published as volumes of the open access journal AGILE: GIScience Series (AGILE-GISS) by Copernicus Publications (<https://www.agile-giscience-series.net/>). These guidelines describe the formatting of AGILE: GIScience Series contributions and reflect the author guidelines on manuscript composition, references, mathematical notation and English guidelines specified by Copernicus Publications (https://publications.copernicus.org/for_authors/manuscript_preparation.html). Authors of full and short papers of the AGILE: GIScience series need to follow the specified formatting guidelines.

1.1 Reproducible Paper Guidelines

The AGILE conference series supports the principles of reproducibility of computational research. Submissions must follow to the AGILE Reproducible Paper Guidelines available online at: <https://doi.org/10.17605/OSF.IO/CB7Z8>. Detailed instructions are summarized in section 2.2. below. You

can discuss questions regarding reproducible research on the AGILE Discourse server at <https://discourse.agile-online.org/c/reproducible/5>.

1.2 Full and Short Papers

Full papers: 4000-6000 words of original and unpublished fundamental scientific research. PhD students are especially encouraged to submit full papers.

Short papers: 2000-3000 words of original and unpublished fundamental scientific research, including work in progress and strategic (industrial and governmental) submissions.

1.3 Review of Contributions

The contributions to AGILE conferences undergo a double blind review performed by members of the scientific programme committee. Full papers that pass the scientific review process undergo a review of their reproducibility by members of the reproducibility committee. The outcome of the reproducibility review does not impact acceptance of the contribution. If papers can be at least partially reproduced, a reproducibility report will be published and the *Reproducible AGILE* badge is added to the article's landing page on the proceedings website. Authors are strongly encouraged to insert a plain DOI link (i.e., https://doi.org/the_doi, not a reference) to the reproducibility report in the camera-ready manuscript. Find details about the reproducibility review process at <https://osf.io/7rjpe/>.

Please **omit author names and affiliations in the first submission** to the review to assure a double blind review. Names and affiliations shall be provided in the revised version once the contribution has been accepted.

1.4 Preprints

A preprint is a paper that is made available publicly via a community preprint server, e.g., [EarthArXiv](#), or institutional document repositories prior to (or simultaneous with) submission to a journal or conference. A deposition of a preprint is not considered as prior publication and will not jeopardize consideration for AGILE-GISS.

Authors must include a link/DOI to the preprint in their submission to AGILE-GISS. This is to include the open communications between researchers, e.g., comments on the preprint, in the peer review process. Authors may use any license of their choice for the preprint, but must retain copyright or must ensure the license is in line with the AGILE-GISS licensing. It is the author's responsibility to update the preprint with a publication reference both in the preprint (with full citation) and in the preprint server metadata (the peer-reviewed paper's DOI), if their submission to AGILE-GISS is accepted and published.

Preprints may be cited (like other peer reviewed and non-peer-reviewed sources) accurately, clearly marked as such in the references.

2 Sections

These guidelines provide specifications for some of the typical sections of a scientific paper.

2.1 Abstract and Keywords

The abstract should be the first section after the title, author names, emails and affiliations. The word limit for abstracts is 250 words. Abstract has formatting of style Normal, the term *Abstract* is formatted in Normal, bold.

Abstracts are followed by 3-5 keywords that reflect the content of the paper. The term *Keywords* is in formatting Normal, bold. The section ends with a solid, black line with a width of $\frac{3}{4}$ pt.

2.2 Software and Data Availability Sub-Section

Contributions to AGILE conferences generally include a methods section as one element of the main body of the text. The method section has to include a sub-section called *Software and Data Availability*. This sub-section documents all data, software, and computational infrastructure used in computational

research to support reproduction, or otherwise mentions reasons for not publishing these resources.

Details on the reproducible paper guidelines applied in the AGILE: GIScience series, a pre-submission checklist and best practice examples from the Geoinformatics domain are available online: <https://doi.org/10.17605/OSF.IO/CB7Z8>.

2.3 Acknowledgments, Appendix and other Sections

A series of sections can be included to complement the scientific part of the work:

Acknowledgements: mentions of people involved in the preparation of the contribution and mentions of funding sources;

Author contribution: an indication of the contributions of individual authors; authors may use [CRediT](#) (Contributor Roles Taxonomy), document random/alphabetical order, or co-first authorship.

Appendix: supplementary material can be provided in an appendix at the very end of the paper (after references).

3 Layout and Formatting

This template implements the formatting guidelines for the AGILE: GIScience series; the following sections summarize these.

3.1 Page Layout and Margins

The page layout is A4 in size, in portrait format. Single pages in landscape format are not allowed.

Page margins are:

Top: 2.5 cm

Bottom: 2.8 cm

Left and right: 2 cm

3.2 Header and Footer

The first page includes the AGILE logo in the header. Other than that, the contribution shall not include any entries in header and footer. Page numbers, peer review statement, license information (CC BY 4.0 License), citation information and document object identifier (DOI) will be included in the header and footer by the publisher.

3.3 Font types

The font types are limited to the following all based on Times New Roman. Please use the predefined styles of this document.

MS Title: 17 pt, bold, colour AGILE blue (rgb(0, 77, 156));

Authors: 12 pt. To be used for authors and the indication of the corresponding author in brackets

Affiliation: 10 pt. to be used for Email addresses of authors and their affiliations;

Heading 1: 16 pt, bold;

Heading 2: 12 pt, bold;

Heading 3: 12 pt.;

Normal: 10 pt, line spacing 1.15;

Caption: 9 pt, bold.

3.4 Section Break and Double Columns

The title section including title, authors, email addresses (in the format Affiliation followed by a line break) and affiliations ends with two empty lines in the format of Affiliation. In the second empty line, a continuous section break has to be inserted and the following section is formatted with a two column layout.

3.5 Footnotes

Footnotes shall be avoided to the degree possible. In case footnotes are necessary, they shall be numbered and placed at the bottom of the page.

3.4 Figures and Tables

Figures and tables can be placed in a single column, or span over both columns if required. The figure caption names the number of the figure as indicated in the example. Reference to figures in text shall use abbreviations like Fig. 1, where a non-breaking space is added before the number. The caption of the figure spells out Figure 1.

Larger figures, e.g., full page graphics, should be added in the appendix.



Figure 1: The logo of AGILE – the Association of Geographic Information Laboratories in Europe.

Tables shall be referenced in the text with Tab. 1. where a non-breaking space is added before the number; the caption of the table spells out Table 1.

3.5 Equations

Equations should be prepared with the Microsoft Word equation editor or LibreOffice Math. They are numbered sequentially and referenced in the text with Eq. (1). The numbers of the equations shall be next to the equation to the very right in parentheses.

$$Y = \frac{\Delta M_0}{\Delta[\text{isoprene}]} \quad (1)$$

3.6 References

References in the text are using the author date format as the following example (Author and Author, 2019). In case of more than two authors, the list authors is abbreviated (Author et al., 2020). Use a non-breaking space in “et al.”.

The section providing the references is indicated with the term references as heading 1, without numbering. The references are sorted alphabetically on first author surnames. The information provided covers author names, title of the publication, publication outlet, volume and issue, page numbers, DOI and year.

The references section on the website of Copernicus Publishers for manuscript preparation provides detailed examples for referencing various types of publications. In addition, download links for Endnote, Bibtex and CSL (for Mendeley, Zotero etc.) style files: https://publications.copernicus.org/for_authors/manuscript_preparation.html.

References

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