



## ***Editorial Guidelines for Authors***

### **IEEE Future Directions Newsletter: Technology Policy & Ethics**

#### **INTRODUCTION**

The IEEE Future Directions Newsletter: Technology Policy & Ethics is a bimonthly digital publication featuring timely technical, policy, ethical, social, governmental, but not political commentary, related to emerging technologies and advancements that are electrical and electronic in nature. Future Directions considers the reflection of technology through the lens of social implications a key tenant as IEEE works to incubate and promote technologies.

This newsletter is proactively promoted via the IEEE Future Directions Initiatives. Readers of this newsletter includes IEEE top to middle level leadership, policy and technology experts, academicians, scholars, and students.

#### **VISION AND OBJECTIVES**

The IEEE Future Directions Newsletter is home to information and collaboration that push out new and innovative thoughts. This newsletter considers state of the art technologies, innovative solutions to challenging problems, emerging technologies, and growing markets in the following, but not limited to, areas:

##### *Technology and Policy Focused*

Explore the social implications of technology as it concerns emerging futuristic technologies or the use of important existing technology families. Specifically look at how typical items within these technologies impact policies and regulations in both the public and or private sectors, or how the development or use of technology can drive ethical concerns and issues, or challenges and future concerns of technical and social domains.

The technology areas that the Technology Policy and Ethics articles will focus on are IEEE Future Directions Technologies such as: Cloud Computing, Internet of Things, Life Sciences, Smart Grid, Transportation Electrification, Symbiotic Autonomous Systems, Green Information and Communications Technology, Big Data, Brain Function, Cybersecurity, Digital Senses, Rebooting Computing, 5G, Smart Cities, Smart Materials (For description of technologies please see: <http://www.ieee.org/about/technologies/index.html>)

##### *Social, Economic and Cultural Aspects*

Keep political commentary to a minimum, avoid making recommendations, expose best practices and identify opportunities for collaboration.

##### *Foster New Thinking*

Expose and share unique geographic and technical challenges and solutions to develop and deploy cutting-edge technologies currently being researched and designed.

### *Government/Organization/ Company Agnostic*

May mention company or organizational efforts. No direct marketing, keep content directed to ideas of technology policy, emerging enabling technologies, cleanse out commercial agendas and objectives.

### *Protect Trade Secrets Company Assets*

Take care not to expose or reveal trade secrets or areas that may be considered core competency.

## **ARTICLE PREPARATION GUIDELINES**

IEEE Future Directions invites articles from a broad scope of writers that can be members of IEEE. Each accepted article is discussed in editorial board meetings to provide high-level comments/commentary to writers.

### *Understandability of audience*

Target audience are those interested in the IEEE Future Directions Initiatives, government officials, Standards Developing Organizations (SDOs) and Non-Governmental Organizations (NGOs), Policy decision makers, Technology developers, University researchers, and Industry Experts. Formulas and calculations should be limited as readers may not be from an engineering background. The article should be written at an architectural level, conceptual in nature and understood by a wide audience.

### *Article Length and Format*

800-1200 words. Look and feel of an introduction with substance but extensible. If your article is longer than 1200 words, please contact the managing editor in advance. Use of a specific template is not required, but please submit your article in Microsoft Word format.

### *Citations*

At the end of the article, please cite all sources referenced (the reference section is not included in the word count). Hyperlinks within the article are acceptable, but do not count as citation and still need to be included in the reference section at the end of the document. Cite and reference in IEEE style: <https://www.ieee.org/documents/ieeecitationref.pdf>

### *Pictures and Graphics*

Images and graphics are encouraged, but please only use pictures or graphics that you have the right to use or cite.

### *Publishing Policy and Ethics*

All articles should follow the IEEE Publishing Policy and Ethics guidelines: [https://www.ieee.org/publications\\_standards/publications/authors/author\\_ethics.html](https://www.ieee.org/publications_standards/publications/authors/author_ethics.html)

## **REVIEW / EDITING**

The responsible editor will ensure compliance of the article to editorial guidelines and start the review process. The editor will provide feedback and high-level comments to the author for consideration. The Editor-in-Chief will also review the article when finalized and prior to publication.

Major changes can be made during the editorial review process. However, once the editor has accepted the author's changes and the draft has been sent to the team for

proofreading, major changes cannot be made. Only changes from the Editor-in-Chief can be submitted.

### **COPYRIGHT AND ETHICS**

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[http://www.ieee.org/publications\\_standards/publications/rights/copyrightpolicy.html](http://www.ieee.org/publications_standards/publications/rights/copyrightpolicy.html)

### **SUBMISSIONS**

Articles are accepted on a rolling basis and will be assigned a particular deadline and issue by the Editor-in-Chief. Please submit your final article with your brief bio (100-300 words) – including details of your affiliation, also include IEEE affiliation if you are a member – and photo (headshot) to: [fdPolicyEthics@ieee.org](mailto:fdPolicyEthics@ieee.org). Please direct any questions concerning the topic or content of your article to [fdPolicyEthics@ieee.org](mailto:fdPolicyEthics@ieee.org). All queries will be responded to as soon as possible.

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