Submissions should be written in English and the content should promote the goal of the Newsletter, which is to present articles that address policy and ethical considerations in developing new technologies.

According to IEEE policies, all articles will be validated with CrossCheck, IEEE’s plagiarism checker. Submissions found to be plagiarized according to CrossCheck guidelines will not be published.

- Submissions should include the author’s bio (approx. 100-300 words)
  - The article should include author bio (name, title, current job and brief experience) and headshot
- Word count should be between 800-1200 (not including the reference section)
- Can be authored by a mix of IEEE and non-IEEE members.
- Maximum of 20 references
- Citations should be referenced as number and formatted as follows:
- Style of submitted manuscripts should be double-spaced, 12-point font, written in a single-column format, and submitted as a word/Google Doc.
- Ensure opening paragraph communicates the main message.
- Convey why the article topic is of high importance.
Understandability of audience
Articles should target audience — 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.

All articles should follow the IEEE Publishing Policy and Ethics guidelines

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

Pictures and Graphics
Please ensure author has the rights to use any pictures or graphics included in the article, or ensure the source is included in the reference section.
Copyright and Ethics

IEEE Future Directions publications follow the IEEE General Copyright Policies 6.3.1.2 and IEEE Copyright Policy and Procedures (from the PSPB Operations Manual) 8.1.4 B.2. All technical, educational and professional publications of the IEEE, except newsletters, but including Society and Technical Council Newsletters and e-Newsletters, are required to be copyrighted by the IEEE.

Tips for Article Content and things to take into consideration:

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.
Articles should be 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 topical 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/future concerns of technical and social domain.

Article Topic Examples, including but not limited to:
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, Smart Cities, Smart Materials. Click here for a description of technologies.

Articles will cover sources of demand such as local content and applications for education, health, commerce, agriculture, Socio, Economic, or Physical Infrastructure, as they may apply to developing or developed country contexts.
Tips for Article Content and things to take into consideration:

• **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 the different current geographic and technical solutions that can be brought to bear to supply affordable access and connectivity.

• **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.
Questions to Consider:

- Does the article pertain to policy and ethics relating to emerging technologies?
- Is the title appropriate for the articles’ contents?
- Is the title interesting and not too long?
- Is the title unique? Ensure it is not being used by someone else.
- Is the content of value to the readers, targeted audience?

*Publication recipients include IEEE leadership of all levels, policy and technology experts, academicians, scholars, and students.*

- Does the article convey why the topic is of high importance?
- Is the article concise and clearly written?
- Is the article language and layout according to newsletter style?
- Is the content technically accurate and timely?
- Does the article justify the needs of the topic?
For additional questions or concerns, please contact:

Managing Editor
fdPolicyEthics@ieee.org

Editor-in-Chief
Dr. Ali Kashif Bashir (dr.alikashif.b@ieee.org)

All incoming queries will be responded to as soon as possible.