



IPAC'22 Reports Chief Editor

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JTM2022 in Knoxville, TN



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Welcome to IPAC'22

13th International Particle Accelerator Conference

Bangkok, Thailand

June 12-17, 2022

WELCOME MESSAGE



THAI
SYNCHROTRON
NATIONAL LAB

13th International Particle Accelerator Conference | IPAC22

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IPAC'22 Editorial Team

28 team members represented by
19 international organizations

Thakonwat Chanwattana (SLRI)

Nawin Juntong (SLRI)

Kritsada Kittimanapun (SLRI)

Somjai Chunjarean (SLRI)

Krongthong Kamonsuangkasem (SLRI)

Christine Petit-Jean-Genaz (CERN)

Volker Schaa (GSI)

David Button (ANSTO)

Johan Olander (ESS)

Jan Chrin (PSI)

Ivan Andrian (Elettra)

Stefano Deiuri (Elettra)

Maksim Kuzin (INP)

Dong-Eon Kim (PAL)

Jaeyu Lee (PAL)

Maggie Loera (SLAC)

Josh Peters (JACoW)

Meghan McAteer (HZB)

Grzegorz Kowalski (SOLARIS)

Giulia Vinicola (INFN-LNF)

Maurizio Montis (INFN-LNL)

Davide Marcato (INFN-LNL)

Michaela Marx (DESY)

Raphael Mueller (GSI)

Akihiro Shirakawa (KEK)

Zhichu Chen (SARI)

Cathy Eyberger (ANL)

Kip Bishofberger (LANL)

Team members

- 5 local members
- 17 international members
- 6 remote members

Workload

- 174 person×days (local)
- Significant dedicated person×days from remote colleagues

Remark: host members, remote members

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THAI
SYNCHROTRON
NATIONAL LAB



Australian Government



EUROPEAN
SPALLATION
SOURCE

HZB Helmholtz
Zentrum Berlin



SLAC NATIONAL
ACCELERATOR
LABORATORY



SOLARIS
NARODOWE CENTRUM
PROMIENIOWANIA
SYNCHROTRONOWEGO



**28 team members represented by
19 international organizations**

[illegible]

The Kitchen Brigade of the Food Festival

IPAC'22 poster sessions named after *popular Thai dishes*.

- Somtum (ST)
- Padthai (PT)
- Tomyam Kung (TK)
- Matsaman (MS)

The conference is like *Thai Food Festival* and the editorial team as *the Kitchen Brigade*.



Team Photo including Editorial Team and IT Team

Hybrid Editorial Team

Due to travelling restriction in some countries and other circumstances, *Hybrid Editing* has been implemented with Christine as a coordinator.

Position	Number
Core Editor	12
Core "Remote" Editor	5
Transparency Editor	1
Conference Editor	7
Total	25

The coordination meeting between in-situ and remote editors was on Thursday, June 9, 2022 via Zoom Meeting in 2 sessions:

1. **[Asia and Europe]** Raphael, Michaela, Akihiro and Ross (Zhichu Chen)
2. **[US]** Cathy and Kip

Two contact channels available:

1. Zoom meeting link standby during editorial office hours
2. Slack channel [#/ipac22-remote-editors](https://jacow.slack.com)

Team Recruitment and Organization

Date	Detail
Mar-Apr 2022	Invitation letters sent to potential editors (29 JACoW members and LOC of other conferences)
25 Apr 2022	IPAC'22 Editorial Team Information (1st round): Information questionnaire (shirt, dietary, flights, insurance and payment) and notification regarding travel restriction due to COVID-19
20 May 2022	IPAC'22 Editorial Team Information (2nd round): Staffing Overview - When and Where to Show Up
31 May 2022	IPAC'22 Editorial Team Information (3rd round): Timetable and Events
A week before to conference days	Per-diems were paid via cash and bank transfer.

Difficulty:

- COVID-19 travel restriction of staff's countries and measures for entering Thailand (changed several times before the conference)
- Russia-Ukraine war resulting in sanction and travel restriction

Team Events and Inclusions

Event	Date	Time	Location
Kitchen Brigade (Editorial Team) Dinner	Saturday, June 11	18:00-20:30	Breeze Café & Bar
Conference Welcome Reception	Sunday, June 12	18:00-19:50	Sapphire 201
Chairman's Reception	Tuesday, June 14	17:00-22:00	Chao Phraya riverside
Kitchen Brigade (Editorial Team) Photo	Thursday, June 16		
JACoW Stakeholders Meeting	Thursday, June 16	13:15-14:00	Sapphire 107
Conference Banquet	Thursday, June 16	18:00-20:00	Royal Jubilee Ballroom
Conference Closing and Stage Call	Friday, June 17	12:30-13:00	Grand Diamond Ballroom

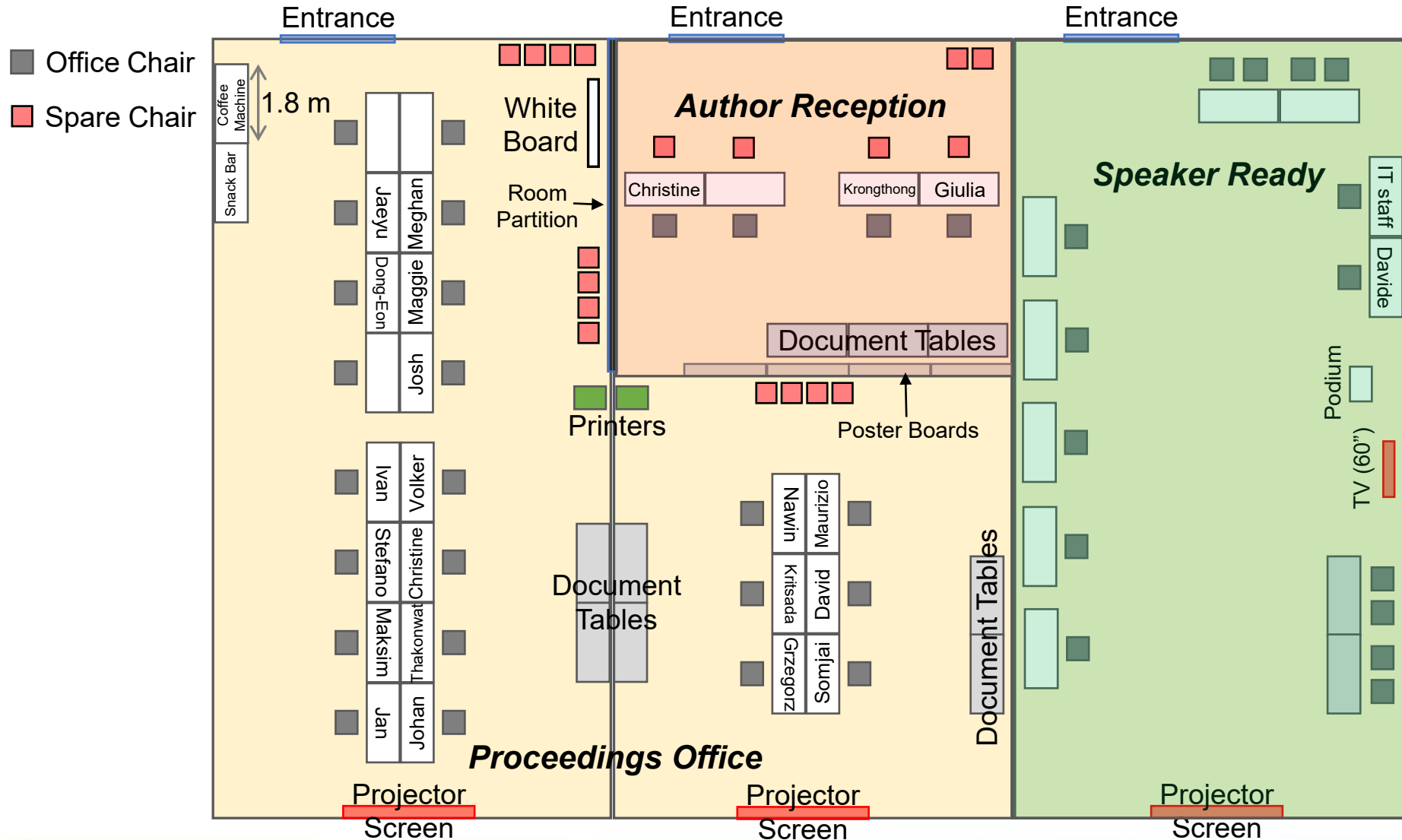


Team Shirts

As IPAC'19 provides 2 shirts for each editor, we planned to have the same number but making them in different designs.



Editorial Office Layouts



Editorial Office Layouts



Editor Guidelines

Guidelines for editors to guide new editors and to refresh core editors were suggested by David, Volker and Christine and collected on jacow.org/Editors/IPAC22.



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Organizers/Editors

About this Section (home)

SiteMap

Hosting a JACoW Conference

Why Publish on JACoW?

Running a JACoW Conference

SPMS

SPMS Installation and Use

All Things IT

Hardware, Software, Scripts, etc.

Tutorials & Presentations

By Topic

By Meeting

Help

Contact Experts (By Subject)

Regional SPMS Support Centres

JACoW Team Slack Channel

Editor Computers at IPAC

You can use any computer that is available, but use the same computer throughout the conference. All of the software settings and preferences should already be set, but if you'd like to double check, read the appropriate section on software setup.

The first time that you start a paper processing session you'll find a folder on the Desktop named **PO**. If this folder does not exist, please create it with the same name. This is the only folder that is backed up, so please **DO NOT RENAME OR MOVE IT**. Use this folder for all the papers you are working on. There is also a folder named **DONE** inside PO (again, if missing, go and create it). When you are done processing a paper (successfully or not, it doesn't matter), create a subfolder under the DONE folder and name it according to its paper code. Move all of that paper's files into the new subfolder.

Example When working on paper MOPWA001, all its files will stay in
C:\Users\PC_name\Desktop\PO
(i.e., the PO folder on your desktop). When you're done, all the processed files of that paper will be moved to
C:\Users\PC_name\Desktop\PO\DONE\MOPWA001

Editor Access

IPAC'22 SPMS Login <https://spms.kek.jp/pls/ipac22/profile.html> Ensure you have selected the required privileges when logging in.

A Few IPAC'22 Specifics

Program Codes and Page Limits

First 2 letters (**Day**)

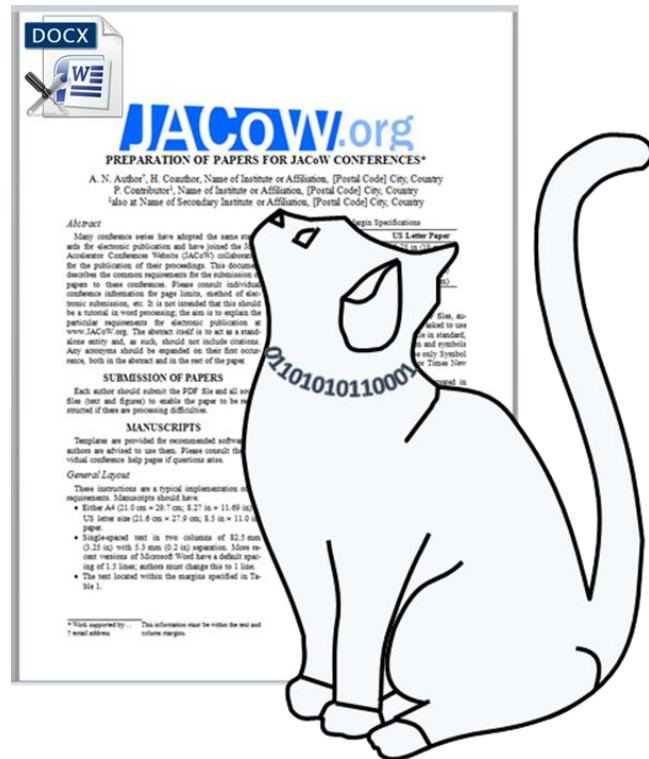
MO	Monday
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Quality Assurance Overview

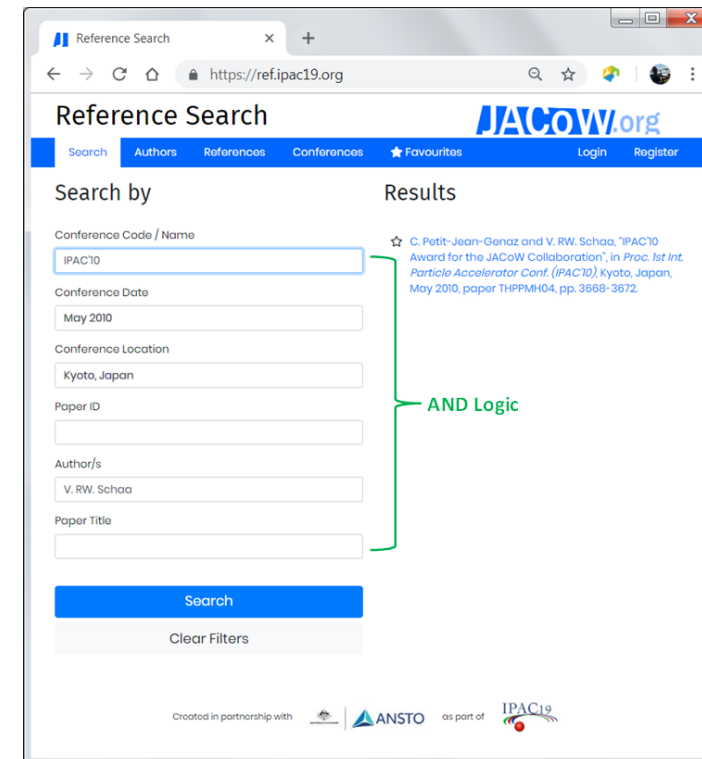
	JACoW Template Essentials	Explanation															
Title	ALL CAPS CENTERED except for units, symbols, and acronyms Font: 14 pt, Times New Roman, bold no hyphenation, no single word on one line Plural of proper nouns and acronyms have a lowercase "s" (JUNACS, PLMs)	Acronym if unsure whether it's a mixed case, check the paper how it is written when no automatic uppercasing is in effect.															
Author List	Font: 12 pt, Times New Roman, Upper- and Lowercase Each Author has Affiliations and Location sorted either "by institute" or "by author" Location: Institute, Acronym, city, country (no zip code) Line break: if author list and affiliation have a line break, place the affiliation on a line by its own (in this case no comma after the last author)	by institute: all authors of the same institute are grouped, the main author starts, further institutes are listed in alphabetical order. by authors: the authors are listed in alphabetical order and carry a superscript number to refer to the institute, which is listed below the authors.															
Footnote ¹	Font: 8 pt, Times New Roman, non bold Located at bottom of left column, horizontal line above Corresponding Marker/Symbols found in title* or author list* No hyperlinks																
Section Heading	SECTION HEADING ALL CAPS CENTERED except for units, symbols, and acronyms Font: 12 pt, Times New Roman, bold No numbering, no period "*" at the end of a Section Heading no hyphenation, no single word on one line, no column break directly after Heading Plural of proper nouns and acronyms have a lowercase "s" (JUNACS, PLMs)	Acronym if unsure whether it's a mixed case, check the paper how it is written when no automatic uppercasing is in effect.															
Subsection Headings	Subsection Heading Level 2 Font: 12 pt, Times New Roman Italic, Initial Caps/Title Case No numbering, no period "*" at the end of a Subsection Heading																
Third Level Heading	Third Level Section Heading: Title Case, run-in to paragraph with 1 em spacing Font: 10 pt, Times New Roman, bold No period "*" at the end of a Third Level Section Heading but 1 em space																
Main Text	Font: 10 pt, Times New Roman, justified Paragraph Indent: 0.33cm/9.35 pt No hyperlinks Quantity and their unit should stay together on one line Figure/fig/Table and their number should stay together on one line Fix obvious spelling errors	use Shift + Space for non-breakable space															
Margins	Must be as prescribed in the template <table><tr><th>Margin</th><th>A4</th><th>US Letter</th></tr><tr><td>Top</td><td>37mm</td><td>0.75in</td></tr><tr><td>Bottom</td><td>38mm</td><td>0.75in</td></tr><tr><td>Left</td><td>20mm</td><td>0.79in</td></tr><tr><td>Right</td><td>20mm</td><td>1.02in</td></tr></table> 2 Column + Gutter (Column Spacing) 5.3mm	Margin	A4	US Letter	Top	37mm	0.75in	Bottom	38mm	0.75in	Left	20mm	0.79in	Right	20mm	1.02in	
Margin	A4	US Letter															
Top	37mm	0.75in															
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Page	General layout must match JACoW template style Paper Size PDF: Cropped to JACoW Page Size (595 x 792 pt) No hyperlinks , and No page number Pages Limit: depends on conference series IPAC/NAAC Invited Oral 5 pages Contributed Oral/Poster 3 pages References 1 additional page (References Only) Fonts embedded in the final pdf	Inquire which paper codes are Invited Orals															
Figures	Uniquely numbered no missing numbers Captions start with "Figure n.", no bold font, below figure, 1 line captions centered, multiline captions justified in full width of the column, no indentation Full-width figures should be placed top or bottom to ensure text flow top to bottom in each column All figures cited in sequence, no omissions Figure (start of sentence) or fig. (in text) Graphics should be readable (axis, numbers, symbols)	LaTeX automatically keeps the correct text flow therefore free placement Figure/fig. style not enforced															
Tables	Uniquely Numbered no missing numbers Captions start with "Table n.", no bold font, above table, 1 line captions centered, multiline captions justified in full width of the column, no indentation. Preferably in Title Case, but not enforced All tables cited in text	Exception when directly referred above, i.e. "This can be seen in the table below"															
Equations	Uniquely numbered, no missing numbers, equations can be without number, when not referenced Equation (x) (start of sentence) or Eq. (x) (in text), number always in parentheses	Equation /Eq. style not enforced															
References	Uniquely numbered, no missing numbers All references cited in text, in order referred to in main text No hyperlinks DOI: 8 pt, Liberation Mono (Word, OO), JACoW conferences, journals, books should list DOI. Alignment: closing bracket right aligned Journal names, Proceedings in Italic	References as per Annex B of JACoW template Rule for author name/refs: --> "first name initial" (+ middle initials) "last name" => only this sequence --> "one author + et al." => no comma before "et al." --> "first author and second author" => "and", no comma before "and" --> "first author, second author, and third author" => ", and" with comma before last author --> "first author, second author, et al." => comma before "et al." only if more than one name															

JACoW Tools

Thanks to development originated from IPAC'19, two tools really help editing process.

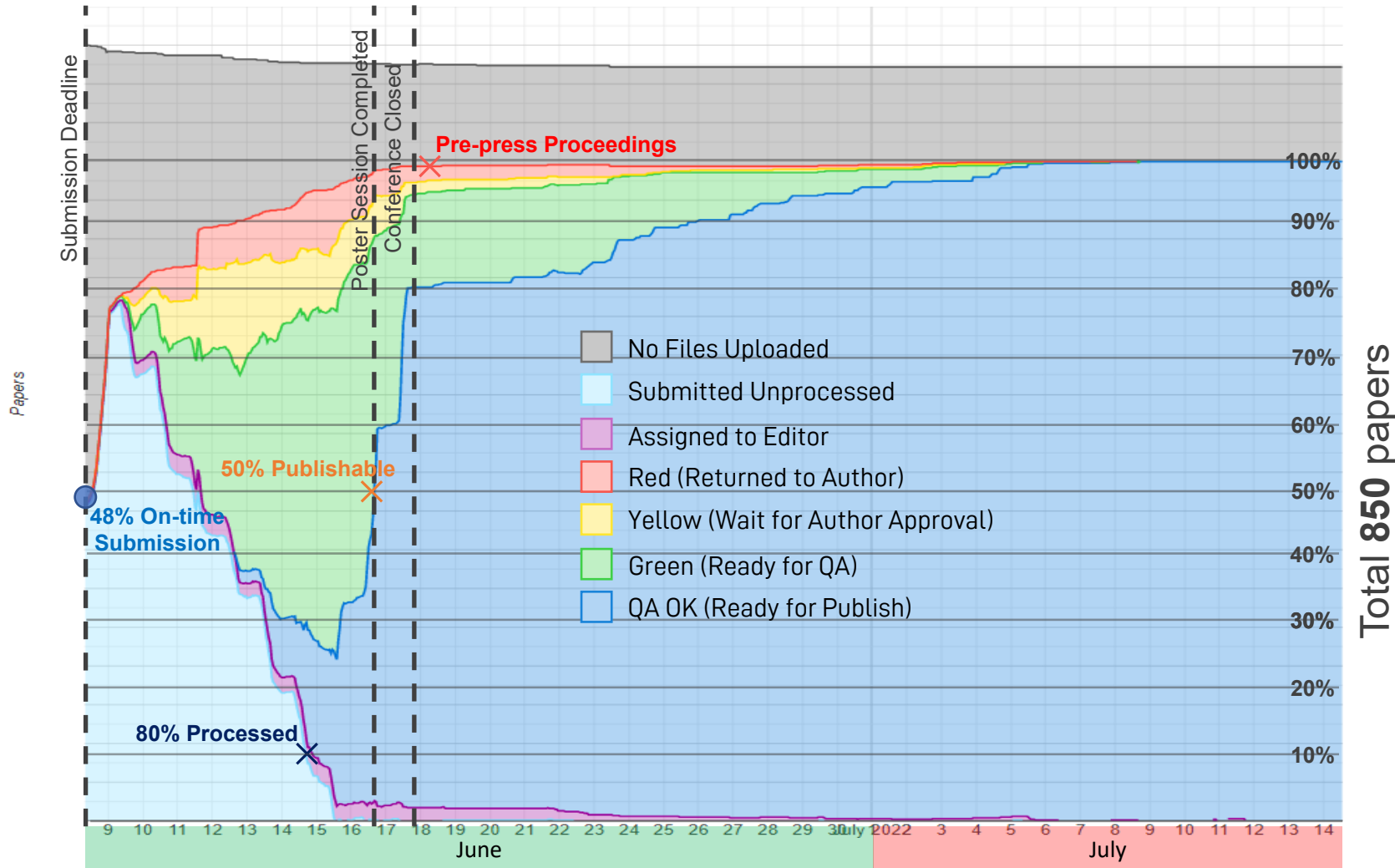


CatScan Editor
<http://scan.jacow.org/>



JACoW Reference Search & Generation Tool
<https://refs.jacow.org/>

Proceedings Office Status



Difficulty:

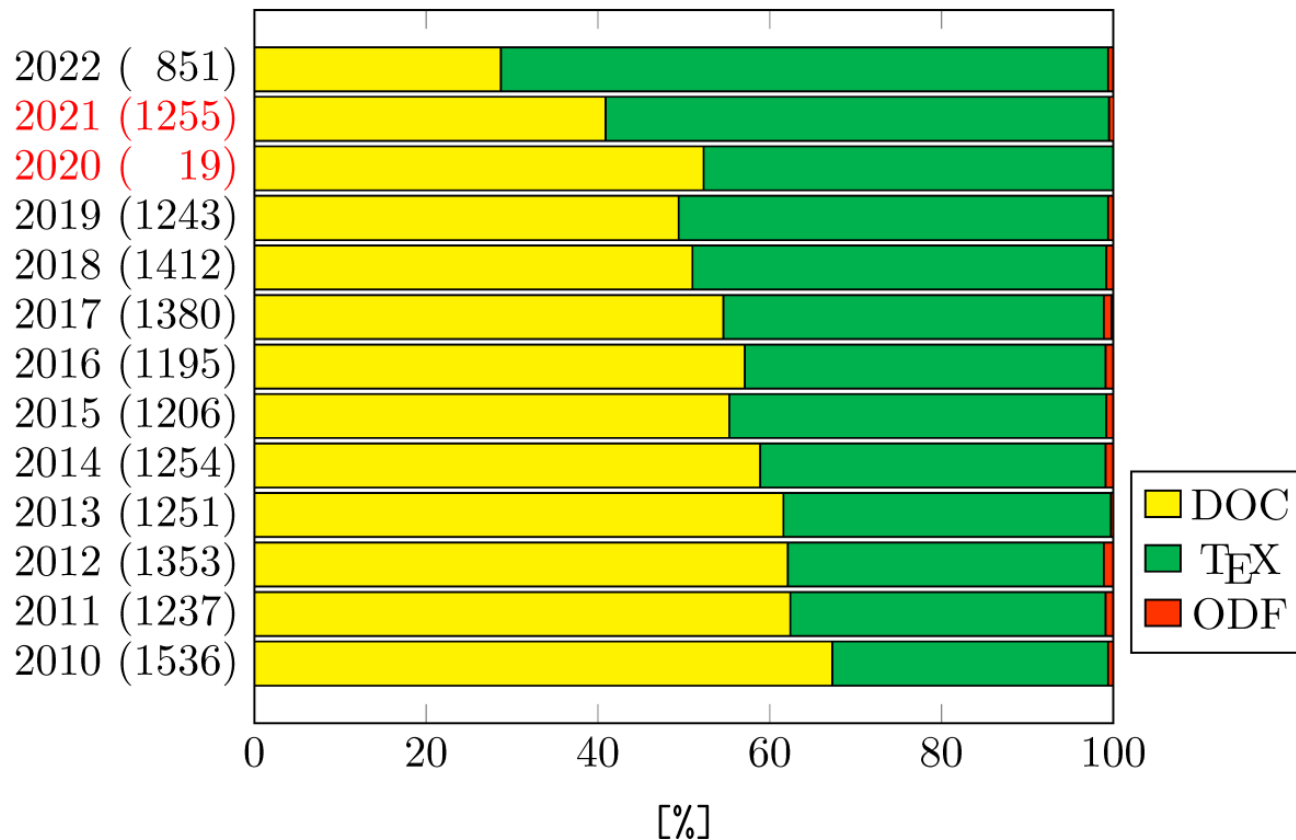
- Unfinished work (editing and QA) during the conference
- Not enough QAers
- It was difficult for local editors to focus on editing after the conference.
- Conference PCs usage was limited after the conference.

After-conference editing was done thanks to great help from international colleagues.

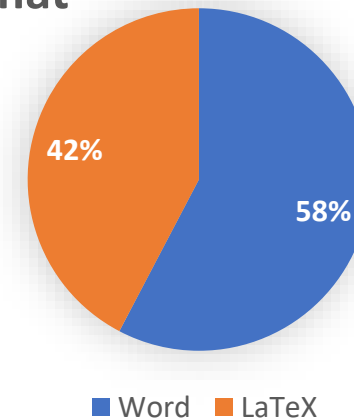
Ratio of Word and LaTeX papers

IPAC
2010–2022

11:851 < **1302** < 1536
 $T_{\text{E}}\text{X}$: 32% \nearrow 71% ODF: 0.8%



Editor's Format



Difficulty:

- Not enough LaTeX editors
- Word editors need to become LaTeX editors during the conference.

Light Peer Review

- IPAC'22 supports light peer review of a limited number of papers to be published as part of the Institute of Physics Journal of Physics: Conference Series.
- Papers are reviewed by the SAB, while the SPC under the leadership of the Scientific Publication Board Chair, Frank Zimmermann, performed the function of editorial board
- Over 117 papers were submitted, many were revised, 112 were approved and 1 was withdrawn.
- Nawin Juntong and Todd Satogata managed the review process within the JACoW SPMS database.
- IOP offered the online publication cost at a rate of **GBP42/EUR49/USD56** per submitted article which was increased to 40% from IPAC'19 of 40% (USD40).
- 111 papers will be submitted to IOP in November. The publication was decided to postpone from October 2022 to January 2023 with the reason of the citation's indexation period of the Journal Citation Reports (JCR) by Clarivate. The IPAC'22 IOP JPCS will have full 2023 year of citations count for indexing.

Lessen Learned

Editorial Team

- More LaTeX editors are required. Better to have editors capable of editing both.
- It is possible for Word editors to learn to editing LaTeX during the conference.
- Reserve editor's PC and local editors for editing and LPR process after the conference.
- QA should be started early to finish editing process within the conference.
- Hybrid editing needs someone to coordinate and monitor Red/Yellow papers.

Light Peer Review

- Volunteered referees, need to identify their expertise's in the system and this should be included in the referees assign module.
- Require module of declining the referee assign for referee to decline assignment
- If there're discrepancy of referees, there should be a module or tool for SPB chair/MC supervisors to make their final decision.
- After IPAC, there will be a period for authors to convert paper format.
- Beware of incompatible format, require the final QA before submitting to publisher

Acknowledgements

- JACoW
- Volker, Christine and David who dedicated their time to help us to suggest and discuss on preparation of IPAC'22 Editorial Team
- All editorial team members
- Remote members who devoted their time to help us
- IPAC'22 LOC
- All IPAC'22 participants



THANK YOU



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