Abstract Submission for the SilicoNPV Conference

(Do not mention the author(s) and affiliation(s) neither in your extended abstract nor in the file name!)

# 1. Summary

To ensure an objective rating of your scientific work, the SilicoNPV conference will use a “blind” (i.e., anonymous) review process! This means that the reviewers (at least five) will not be able to see who has handed in the abstract. The process is fair and balanced and the best abstract will get the best ranking. The abstract submission will consist of two separate parts:

(1) Completion of the web-based form on the SilicoNPV Upload Platform, including title, authors, affiliation, address, email and preferred conference topics as well as a short summary (max 300 words) of your abstract. The link to the platform can be found on the [SilicoNPV website](https://www.siliconpv.com/authors-corner/abstract-upload). The short summary (including title and author data) will be published in the SilicoNPV internal area for participants only.

(2) Upload of the EXTENDED ABSTRACT describing your results in more detail (up to 3 pages) as an unprotected pdf-file via [the SilicoNPV conference webpage](https://www.siliconpv.com/authors-corner/abstract-upload). **Do not give any details (such as author names or affiliation) in your extended abstract, in the filename or in the file properties that would reveal your identity (this includes sentences such as “as we demonstrated in our previous paper [x]”)! Note that the reviewers will only receive this extended abstract for rating your submission.**

The extended abstract will not be made public. The extended abstract must not exceed 3 pages (including all figures, tables and references). It should start with the summary of the scientific work presented in your contribution. The summary should be written in a logical and traceable manner. The length of the summary should be in the range of around 10 to 15 lines.

# 2. Review criteria

Your extended abstract should be able to successfully convince the review panel of the scientific significance and quality of your work. Review criteria include:

**2.1. Significance, relevance and interest:**

* **Significance**: The overall importance or worth of the reported work, including implications for practices, policies or further research.
* **Relevance**: Please make sure that your abstract fits into the topic you chose. Abstracts with inappropriate contents or commercial advertisements will be rejected.
* **Interest**: Interest to the conference participants: promise to have a significant impact for their work.

## 2.2. Originality:

The measure of the creativity or inventiveness of the author, including new concepts, techniques, and methods.

## 2.3. Scientific / technical quality of your results, organization, completeness, references, formalities:

* **Scientific and technical quality:** Explanation of results (already obtained, not planned!) using a sound scientific background; Stating errors and, as much as possible, statistical significance of the measured data; Usage of independently confirmed efficiencies (if possible).
* **Organization:** The careful planning and logical structure of the manuscript, including a logical presentation and analysis of the results, findings, inferences and conclusions.
* **Completeness:** The oneness or wholeness of the work. In this usage, the reported work should be marked by a unity and continuity of parts and show interdependence between these parts.
* **References:** The adequate and accurate use of references to attribute the work of others or yours (but in a neutral way).
* **Formalities:** Clear presentation of tables, graphs, and illustrations; appropriate style and ease of reading; conformance with specifications for length and format details, proper layout (graphs, etc.).

Depending on the quality of your abstract, you may be invited to present a poster or oral presentation at the conference.

# 3. Formatting of the extended abstract

## 3.1. General instructions

The extended abstract should be written in English. The standard font for the manuscript is Arial 11 point for the text and Symbol for special characters. The paper size is A4 (210 mm x 297 mm). The text should be in single-column format. Margins are 25.00 mm top, left and right and 20.00 mm bottom Please notice that there is no indent in the first paragraph of a section or subsection. There also no indent in the first paragraphs which follow a table, figure, equation, etc. Nevertheless, paragraphs following other text paragraphs are indented.

The easiest way is using the template of this instruction!

Please convert your abstract to an **unprotected** pdf-file (= no password protection). It needs to be unprotected so that it is possible to insert an individual ID number into the header (since the extended abstracts will have no author information).

## 3.2. Title

The title of the abstract should indicate the content of the work, and be written first letters capitalized. If you need more than one line for the paper title please use a ‘soft’ line break (SHIFT+ Enter) instead of a line break. Number the sections and sub-sections with Arabic numerals. The heading of a section should be in Arial 14 point bold, the sub-sections in Arial 13 point bold.

## 3.3. Lists

* Bulleted lists can be used to arrange information more clearly in the text
* ….
1. Numbering may be used, too.
2. However, please do not use roman numbers.

## 3.4. Tables

Tables should be centered and numbered consecutively, preceded by a caption (font: Arial 11 point). **Please do not merge cells in tables**. Please do not use in-line math in table captions. All table columns should have a brief explanatory heading. The text in a table should be in Arial 11 point and should have equal spacing above and below it (see Table 1). Tables should be no larger than the printed area of the page and preferably oriented in the same way as the text (portrait). Tables too large to fit on one page should be broken up into smaller tables.

***Table 1.****Centered table captions should be placed above the tables.*

|  |  |
| --- | --- |
| **Hazard Class** | **A 1 to A III** |
| Flash point | < 21 °C / > 55 °C |
| Density at 15 °C | 720 kg/m3 to 860 kg/m3 |
| Kinematic Viscosity | 0,65 to 4,0 x 10–6 m2/s |

## 3.5. Figures

Figures should be centered and numbered consecutively with Arabic numerals, followed by a caption (font: Arial 11 point). All figures must be provided at the actual size that they are to appear and inserted in the text after the paragraph where each is first mentioned.



***Figure 1****. Figure captions should be centered and placed below the figure.*

Please ensure that any colour figures remain clear and understandable when reproduced in black and white (see Fig. 1).

## 3.6. Equations

If you want to include a complicated equation that cannot by typed in one line, please use an equation editor and insert it in the text close to the point where it is mentioned. Equations should be numbered consecutively with Arabic numerals in parentheses and centered. The size of the equation characters should be similar to that of the body text.

*x + y = z* (1)

## 3.7. References in the text

For citations of references, we prefer the use of square brackets and consecutive numbers, e.g. “as shown by Author et al. [2], [3, pp. 5–10]”, “as mentioned earlier [1], [3], [9]”. The first reference mentioned must be [1], the second reference mention [2] etc. Please do not use reference linking in Word. If available, DOIs must be provided. The bibliography below provides the basic formats as a reference list with entries for journal articles [1], book chapter [2], as well as a URL [3]. For further guidance please refer to <https://ieeeauthorcenter.ieee.org/wp-content/uploads/IEEE-Reference-Guide.pdf>. Please do not forget that data (and other material underpinning the findings) need to be cited in the text and the respective reference must be included in the manuscript’s reference list. Please refer to the [data citation principles of FORCE11](https://www.force11.org/datacitationprinciples) or the [FORCE11 software citation principles](https://peerj.com/articles/cs-86/), respectively.

# 4. Submission of Extended Abstract: Data formats and delivery

Each extended abstract has to be submitted as an unprotected pdf-file to the upload platform via [the SilicoNPV submission website](https://www.siliconpv.com/authors-corner/abstract-upload).

# 5. Publications

The extended abstract will not be public.

We encourage participants to provide a full version of their work for the conference proceedings, or in selected cases, for a special issue of the Journal Solar Energy Materials and Solar Cells.

# 6. References

1. J. K. Author, “Name of paper,” Abbrev. Title of Journal , vol.x, no.x, pp. xxx–xxx, Abbrev. month, year, doi: https.doi.org/……
2. J. K. Author, “Title of chapter in the book,” in Title of Their Published Book, xth ed. City of Publisher, (only U.S. State), Country: Abbrev. of Publisher, year, ch. x, sec. x, pp. xxx–xxx.
3. First Name Initial(s) Last Name. “Page Title.” Website Title. Web Address (date accessed).