Indexing ISCA-supported workshop proceedings

October 2013

Editorial committee: Mark Hasegawa-Johnson

This document is written for ISCA SIG officers who wish their conferences to be registered and indexed. Many funding agencies only count registered or indexed publications, therefore many authors only submit to conferences that are registered or indexed.

Contents

1. ISBN and ISSN

An ISBN (International Standard Book Number; ISO Standard 2108) is issued to each volume of each edition of a published book. An ISBN may be issued for the published conference proceedings of an ISCA SIG. If conference proceedings are published on line, on CDROM, and in print, then a separate ISBN may be issued for each of these editions. An ISBN is issued by the official registration agency of the country in which the book is published. Many countries (including UK and USA) subcontract this service to a private company, who may charge a fee.

If a publishing company produces your conference proceedings, they should be able to secure an ISBN for you (for a fee); you should never have to worry about ISBN registration unless you self-publish. If you self-publish, you can contact your national ISBN registrar directly, e.g., registrars for English-speaking countries are listed at
http://en.wikipedia.org/wiki/International_Standard_Book_Number.

An ISSN (International Standard Serial Number; ISO 3297) is a unique registration number issued to a serial publication in a given format, published at regular intervals under a constant name. If the name or format changes, you should apply for a new ISSN.

It is possible to request an ISSN covering a serial (e.g., covering the biennial proceedings of an ISCA SIG workshop), and also to request an ISBN covering each printed volume. In fact, this is the recommended practice, if your SIG is sufficiently well-established to guarantee regular periodic publication of your workshop or conference.

ISSN is free. In order to apply for an ISSN, you must first choose a country in which your SIG will have a mailing address (this can be in care of one of the officers). You then apply for an ISSN at www.issn.org if your country has no national ISSN registrar; national ISSN registrars are listed at http://www.issn.org/2-22652-Requesting-an-ISSN.php.

2. Indexing

Several publishers provide indexing services, i.e., lists of scholarly conferences. In all cases, there is no charge to have your conference listed in the index; publishers make money by charging subscribers to read the conference index.

There is no publisher who will grant blanket indexing of future conferences; each year that you publish proceedings, you must submit the proceedings for review. It is common for a conference web page to say "Indexed by CPCI and EI;" this statement on a conference web page means only that the proceedings of past conferences have been indexed by those services. It is not a guarantee about future conferences.

In order to have your conference or workshop proceedings indexed, you must give a free copy to the publisher. You can mail them a printed copy, or you can put a PDF copy online and give them the URL; the PDF copy must remain accessible online throughout the review period. The publisher will recruit external reviewers to determine whether or not your proceedings are of sufficient scholarly value to merit indexing. This review process will take 8-15 months. In order to avoid misunderstandings, you should exchange e-mail with a representative of the publisher until he or she gives you a definitive statement that the proceedings under review; after that you will hear nothing from them until a decision has been reached.

A. Publication Standards

Publishers are only willing to index conferences and workshops whose published proceedings meet certain minimum standards. Typical requirements include: (1) a printed copy, or a complete PDF copy, must be made available free of charge to reviewers, (2) each paper must have been reviewed prior to publication, (3) there must be a separate title page clearly specifying the copyright holder and rights information, place and date of the conference, and the date of publication, as well as a separate table of contents, (4) each paper must have a descriptive title, an author abstract, keywords, and appropriately formatted references, (5) each page in the volume must be numbered sequentially throughout the volume.

If you have published workshop proceedings that do not meet these standards, it is a waste of time to submit them for review, and worse, it may confuse the publisher. It is better to make sure that your SIG's next workshop publishes compliant proceedings, then submit the compliant proceedings for review.

B. Conference Proceedings Citation Index (CPCI)

CPCI is a service provided by Thomson-Reuters. Information is available at http://thomsonreuters.com/conference-proceedings-citation-index/ . The easiest way to submit your proceedings for review is to make a complete PDF copy (cover-to-cover) available on the web, then send an e-mail to TR.PubRelations-Proceedings@thomsonreuters.com (if you wish, you can cc: to Dana Wright, dana.wright@thomsonreuters.com; she has been handling requests from ISCA and SProSIG). Your e-mail should specify the URL from which proceedings may be downloaded, the conference name and sponsoring organization, the review criteria, and a brief history of the conference.

C. Engineering Information (EI)

EI is a service provided by Elsevier. Information is available at http://www.ei.org/ . EI only considers conferences whose proceedings are available, in complete PDF form, at a URL that can be accessed by independent reviewers. Once your proceedings are so available, you can submit them for review at http://www.ei.org/title-suggestion . As of September 2013, EI had the policy of only reviewing new submissions once per year, in a review cycle that begins every September 1 and ends the following spring; proceedings volumes submitted after September 1 each year are queued for review in the following year's cycle.