

Author Guidelines

CIT. Journal of Computing and Information Technology is an international peer-reviewed journal covering the area of computing and information technology, i.e. computer science, computer engineering, software engineering, information systems, and information technology.

CIT endeavors to publish stimulating accounts of original scientific work, primarily including research papers, as well as surveys and state-of-the-art reports. Both theoretical and practical papers are welcome, as well as case studies describing the application and critical evaluation of theory.

In order to maintain a high scientific level, every submission, which should be within CIT's scope, is being reviewed by at least two internationally recognized independent experts. Thus, the usual submission processing time is between 3 and 6 months, which depends on the paper's specificity.

Journal Charges - This journal does not charge Author Processing Charges (APCs) or submission charges.

Please follow the manuscript requirements listed below to prepare your manuscript.

1) General

When preparing a manuscript, please strictly comply with the journal guidelines, as well as with the ethic standards of scientific publishing. Submissions for the journal are accepted at any time.

Manuscripts should be written in English. If English is not your native language, please arrange for the text to be reviewed by a professional editing service. Do not use machine translation. Maintain a consistent style with regard to spelling (either UK or US English, but never both), punctuation, nomenclature, symbols etc. The Editorial Board retains the right to reject without comment or explanation manuscripts that are not prepared in accordance with these guidelines, and/or if the appropriate English language level cannot be attained.

2) Structure of the manuscript

- Title - should be concise and unambiguous, and must reflect the contents of the article.
- List of authors - should include all persons who contributed substantially to study planning, experimental work, data collection or interpretation of results and wrote or critically revised the manuscript and approved its final version. Enter full names (first and last), followed by the present address, as well as the e-mail addresses.
- The authors' names and addresses should not appear in the body of the manuscript, to preserve anonymity and ensure blind review.
- Abstract - at the head of each manuscript there should be a summary of up to 200 words. The summary should be self-contained and understandable by a non-expert reader.
- Keywords - the summary is followed by a selection of keywords (3-6 keywords). Keep the keywords specific. Avoid more general and/or descriptive terms.
- References - only IEEE Referencing Style will be accepted. For the reference and citation format please follow the following link: [//www.ieee.org/documents/ieeecitationref.pdf](http://www.ieee.org/documents/ieeecitationref.pdf)
- List of symbols and/or abbreviations - if non-common symbols or abbreviations are used in the text, you can add a list with explanations. In the running text, each abbreviation should be explained the first time it occurs.

3) Technical requirements for text processing

- The pages should be numbered consecutively.
- Manuscripts should be written using a 12pt Times New Roman font with single line spacing, their length being between 6.000 and 8.000 words, which should roughly correspond to a 12-16 CIT pages of length.
- Sections and subsections should be clearly distinguished with a three-level numbering at most.
- Manuscripts must be written without the use of footnotes.
- Mathematical expressions and Greek or other symbols should be written clearly with ample spacing.
- When the manuscript is accepted, the authors will be required to electronically submit source files of the paper in MS Word or TeX/LaTeX format. Each figure should also be supplied in two separate files, one in figure's original graphical format, and another in Postscript (.PS or .EPS) or .TIFF format.

4) Submission of the manuscript

This journal uses Open Journal Systems (OJS) 2.4.7.1, which is an open source journal management and publishing software developed, supported, and freely distributed by the Public Knowledge Project under the GNU General Public License.

All submissions must be made electronically through OJS. Authors need to register with the journal as an author prior to submitting, and begin the 5 step process.

As part of the submission process in **Step 1** (Starting the Submission), authors need to select the appropriate section for their submission (see Sections and Policies in About the Journal), are required to check off their submission's compliance with all of the items in the Submission Preparation Checklist. Submissions may be returned to authors that do not adhere to these guidelines.

Electronic submission of manuscripts in both PDF and Word document format is mandatory. The PDF version (Original File) will be used for reviewing purposes, hence it should NOT contain ANY authors' information (i.e. names, institutional affiliation, etc.) which could disclose their identity. That is, the Original File should be in PDF format, and it should be anonymous. The Word version will be used for editorial purposes, hence it should contain ALL the authors' information. Kindly note that the PDF version is to be uploaded as the "original file" (**Step 2**), while the Word version is to be uploaded as one of the supplementary files (**Step 5**).

When Entering the Submission's Metadata (**Step 3**), please fill in the correct information into your registration form. Authors should select a form of their name which clearly identifies them and always write it in exactly the same way. It is necessary to include the full name of the home institution when stating the institutional affiliation, accompanied by its respective Web address. Using solely the abbreviation or acronym should be avoided, since it is not sufficiently well known everywhere, and it can conflict with other abbreviations/acronyms.

The submission should be accompanied (**Step 4**) by Contributions Form (a short description of the submission's contributions, which shall be used for editorial purposes, as well as the description of contribution of each author). The Form needs to be uploaded as a Supplementary File (Step 4) along with the original manuscript submission.

Accordingly, in Step 4 the following documents should be uploaded as supplementary files:

- the submission's Word version, with ALL the authors' information,
- Contributions Form (filled out, signed and scanned),
- Copyright Transfer Agreement (filled out, signed and scanned)
- Reference list as a separate Word document (only IEEE Referencing Style will be accepted).

To confirm the submission process, click Finish Submission (Step 5).

5) Policy of screening for plagiarism

In order to ensure the originality of published material, the submissions will be checked on plagiarism and self-plagiarism on a regular basis using the iThenticate plagiarism detection software. Submitted manuscripts will be deposited in the CrossCheck database for possible further comparisons.

6) Additional information

If invited, authors of accepted manuscripts agree to serve as reviewers for forthcoming CIT submissions.