

第七屆電子檔案管理技術國際研討會徵稿須知

- 發表形式：論文發表分為口頭報告與海報展示兩種形式，投稿時須至少選擇其一，主辦單位保留最後發表形式配置之權利。
 - 口頭發表：每篇論文發表時間15分鐘。
 - 海報展示：展示於會場論文海報區，作者可與現場來賓進行面對面討論與交流。
- 使用語言：投稿資料一律使用英文，口頭發表可採用英文或中文(會場提供同步翻譯)。
- 徵稿主題：AI 與檔案管理技術新發展，徵稿主要範疇(但不限)如下：
 - AI 人工智慧與檔案管理
 - 數位典藏與可信任電子紀錄管理
 - 新興技術與檔案管理應用(例如：區塊鏈、第五代行動通訊技術、物聯網等)
 - 下一代的數位檔案管理
 - 促進社會參與及共筆作業
 - 電子檔案管理與技術(徵集、編目、保存、鑑定、清理、應用)

- 文書與檔案管理資訊系統
- 國家檔案自動化管理與數位內容應用服務
- 公文線上簽核、行動簽核
- 公文電子交換
- 電子檔案教育訓練與認證

■ 投稿須知：

- 一律使用線上投稿(請先上網註冊)，網址為：

<https://icermt.archives.gov.tw>，請自本(109)年3月2日起提交，截止日

期為：本年8月31日。

- 請上傳一篇英文摘要，內容至少包括研究目的、方法、貢獻，英文字數以300字為原則，形式如**範本**所示，檔案格式為 MS/doc(x) 或 ODF/odt。
- 主辦單位將於本年9月30日前通知審查結果，獲錄取者可免費參加研討會，惟研討會期間之住宿自理。
- 請錄取者於本年10月15日前上傳修正後摘要及簡報資料。

- 若有任何詢問，請洽研討會議程小組朱娟慧小姐，

Tel : 02-82585020#210 , Email : ICERMT2020@archives.gov.tw。

Submission instruction for the 7th International Conference on Electronic Records Management and Technology (ICERMT 2020)

- **Type of Contribution:** Accepted papers can be presented either orally or as posters, the authors should select one of each for presentation. But the organizer reserves the right to decide the final
 - **Oral presentation:** Each presentation session will be 15 minutes in length;
 - **Poster presentation:** The paper will be displayed in the poster area of the conference venue. The author can discuss and exchange opinions face-to-face with the guests.
- **Communication Language:** All submissions will be in English. Oral presentation can be in English or Chinese (simultaneous interpretation will be provided at the venue).
- **Topics:** You are welcome to submit an abstract related to Electronic Records Management and Technology, especially for the following topics, but not limited to:
 - Artificial intelligence and records management
 - Digital archives and trusted electronic records management

- Emerging technologies and records management applications (e.g. Blockchain, 5th generation mobile networks, Internet of Things, etc.)
- Next generation of digital archive management
- Promote social participation and citizen archivists .
- Electronic records management and technology (acquisition, cataloging, preservation, appraisal, disposition, application)
- Documents and records management information system
- Automatic management on archives and digital content

application services

- Online approval and mobile approval for official documents
- Services for exchanging electronic official documents
- Electronic archives education training and certification for electronic records

■ Instructions for submission:

- All submissions must be online. (please register online first) The website address is: <https://icermt.archives.gov.tw>. Please submit from now on and by the due, August 31, 2020.
- Please upload an abstract at least including objective, method, and contribution with about 300 words in MS/doc(x) or ODF/odt format. Please check the *template* for the details of formatting information.
- The notification of acceptance/rejection will be sent via email by September 30, 2020. The accepted authors can attend the conference free of charge, but they must take care of the accommodation themselves during the conference.

- Authors are requested to upload revised abstracts and presentation materials by October 15, 2020.
- If you have any inquiries, please contact the Conference Secretariat, Ms. Juanhui Zhu, via 886-2-82585020 # 210 or ICERMT2020@archives.gov.tw.

Paper Title (18 font)

Name (12 font)
Institution (10 font)

Email Address

Name
Institution

Email Address

Paper Title

- 18 font with bold and center justification
- All titles should be in standard mixed case, where the first letter of each word is capitalized and followed by lower case letters, as noted below:

Authors and Affiliations

- Author name – 12 font with bold and center justification
- Affiliation – 12 font with center justification
- Authors with same affiliation should be together
- Authors with different affiliation should be listed separately with one space in between
- Email can be added for each author
- Single space between affiliation and abstract title

Abstract (12 font)

Use font size 10 for the abstract text. Abstract ONLY submission could be Around 300 words,
Abstract
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Abstract

- Abstract title – 12 font with bold and center justification
- Abstract text – 10 font with full justification
- Around 300 words

Keywords (12 font)

Keyword 1, Keyword 2, keyword 3, Keyword 4 and Keyword 5. (10 font)

- No more than five keywords (10 font)

Page Layout

- A4 size paper (21cm x 29.7cm)
- All margins: Top and Bottom: 2.54cm, Left and Right: 3.17cm
- Full justification
- Times New Roman font
- Around 300 words
- Conference name as a header and copyright information as footer must be used. Copyright information implies that NAA of Taiwan has right to publication the paper

Acknowledgements

Add acknowledgement if needed