

INFORMATION AND INSTRUCTIONS

Thank you for registering for the IS2026 conference. To make your experience as straightforward as possible, we have prepared the following instructions on preparing and submitting papers.

1. Preparation of Papers

- Paper format: Prepare all papers in the prescribed format. Therefore, transfer the accepted and revised paper to the new template available on the conference website and resubmit it through the system. Papers should not contain page numbers. We particularly remind authors to enter the appropriate information in the page headers and to use proper capitalization in titles (in English, title case is used, with all major words capitalized), as these are the areas where inconsistencies occur most often. Download the template from the official conference website: https://is.ijs.si/?page_id=14413
- Paper length: A paper should ideally be 4 A4 pages long, including references and appendices. It may be written in Slovenian or English. An abstract is mandatory, and the references and other components must follow the usual structure of papers presented at scientific conferences. As an exception, you may publish an abstract (up to 1 page) or an extended abstract (up to 2 pages). Anything longer than 2 pages is considered a paper.
- Authors and co-authors: Check that the names of all authors are listed correctly and include their academic titles, institutional affiliations, and contact email addresses.

2. Submission of Papers

- Submission system: Submit papers via the EasyChair online submission system. The link to the EasyChair system for each individual conference is available at: https://is.ijs.si/?page_id=14413. You must register to use the system. Registration in EasyChair is free.
- Paper submission deadline: Each conference sets its own paper submission deadlines. The submission deadline for your selected conference can be found in the conference CFP, which is available on the website in the list of all conferences: https://is.ijs.si/?page_id=35.
- Review and feedback: All papers will be reviewed by expert reviewers. The conference chairs will inform you of the review results and reviews, and they will also set the deadline for submitting the final revised version of the paper. Some conferences also include an AI-generated assessment, which should be treated primarily as guidance on language and grammar, as AI does not (yet) assess the substantive contribution very well.

3. Preparation of Final Versions (Camera-Ready)

If your paper is accepted, prepare the final version in accordance with the instructions you will receive after the review process.

DOI link: A DOI (Digital Object Identifier) is a unique identifier used to permanently identify digital content. In the context of papers, this means that once your paper is published, it will receive its own DOI, which can be used to quickly find and cite the paper. The DOI is included in the final ("camera-ready") version of the paper and enables the paper to be identified in digital libraries, academic databases, and search engines. When preparing the "camera-ready" version, you must include the DOI link that will be provided by the conference chairs. The updated Word template, with the exact location for the DOI link indicated, can be found on the IS website: https://is.ijs.si/?page_id=14413. If you wrote your paper using a template without this element, edit or replace the footnote on the first page of the paper. In the LaTeX template, enter the DOI in the \acmDOI variable. You must then resubmit the updated camera-ready paper through the EasyChair system in a similar way to your initial paper submission. The link to the EasyChair system for each individual conference is available at: https://is.ijs.si/?page_id=14413.

4. Sections and Schedule

The conference chairs prepare the sections and schedule and send them to the IS team.

5. Registration and Registration Fee

Authors must be registered for the selected conference in good time so that they can present their paper either in person or remotely. The deadline for registration and payment of the registration fee is September 25, 2026.

The registration form is available on the website: https://is.ijs.si/?page_id=12560. Follow the steps in the form carefully and enter accurate information, including full names and addresses, as the information you enter will also be used to issue a registration confirmation, invoice, payment confirmation, conference badge, and certificate of attendance at the international conference - all optional and available as needed if you require them. To request any of these documents, write to the Organizing Committee at the contact email address: is@ijs.si.

- Author registration: Registration must be completed for every accepted and published paper. This means that, regardless of the number of authors, at least one author must register and pay one registration fee for each paper.
- Registration fees for conferences within IS2026:

- 200 € (full registration fee)
- 100 € (student registration fee)
- 50 € (student registration fee for the Cognitive Science conference)

Please send proof of payment of the registration fee by September 25, 2026 to: is@ijs.si.

6. Preparing Presentations

- Presentation type: A presentation may be delivered live in person in the lecture room, live remotely via a teleconference link (hybrid conference format), or as a pre-recorded video presentation (by arrangement with the chair of the individual conference). The presentation may be broadcast through multiple media, e.g. online, YouTube, etc., for presenters who agree to this. If you do not want this, inform the team in the room and your presentation will not be streamed online.
- Presentation duration:
 - Oral presentations usually last 10 to 20 minutes (including time for questions and answers) - exact instructions are provided by the conference chairs.
- Presentation schedule:
 - The schedule for the individual conferences will be published publicly on the main website <http://is.ijs.si>, on notice boards within IJS, and sent by the chair of each conference to all paper authors at their contact email addresses.
- Changing the presentation time: A change of presentation time is possible only by arrangement with the conference chair, immediately after you receive the schedule. In exceptional circumstances (e.g. illness), contact the chair or the session chair responsible for your paper as soon as those circumstances arise.
- Preparing the presentation: Each author should prepare a presentation in PowerPoint or PDF format. On the day of the presentation, bring it on a USB drive and copy it to the computer.
- Presentation language: Presentations will be organized into sessions according to presentation topic and language. As a rule, presentations should be in the same language in which the published paper is written. The official languages of the conference are Slovenian and English.

7. Publications

Papers will be published in the conference proceedings. Some conferences select and announce the best papers. By arrangement with the conference chairs, the journal Informatica also publishes the best papers after a rapid review.

8. Hybrid Conference Organization

This year's IS2026 conference begins on Monday, October 5, 2026, at 9:00. The program for each conference will be published at <http://is.ijs.si>. IS2026 will be held in a hybrid format, allowing both in-person and remote participation. Authors may present at the conference venue or via the Zoom/MSTeams online platform. Technical details and online links will be published on the conference website <http://is.ijs.si> as the event approaches.

9. Reception on the Day of the Conference

On the day of your conference, the reception desk will open at 8:30, while all conferences will begin at 9:00. **We ask all authors to complete the following steps at the reception desk:**

- **Registration:** Authors who have not completed online registration must do so before arriving at the reception desk. Registered authors will receive their conference materials and a name badge at reception. Latecomers can collect the materials after the main coffee break. If the registration fee has not yet been paid, the materials will be sent by post after payment.
- **Schedule information:** Event schedules will be available at reception, where you can check the exact time and location of your presentation.
- **Breaks:** Coffee breaks are generally scheduled at the same times for all conferences. The first coffee break is from 11:00 to 11:30, followed by a longer break from 13:00 to 14:00 (which participants may use for lunch). The second break is from 15:30 to 16:00, and the third from 18:30 to 19:00.

Please arrive on time, at least 30 minutes before the conference begins, to complete all necessary preparations and ensure the event runs smoothly.

10. Ceremony and Presentation of Awards and Recognitions

On the final day of the IS2026 International Multiconference, we hold a formal event at which several awards and recognitions are presented.

The ceremony will take place on Friday, October 9, 2026, at 12:00 in the Main Lecture Hall of the Jožef Stefan Institute, Jamova 39, Ljubljana.

Participants in all IS2026 conferences are warmly invited to join the ceremony.

11. Contact

For additional questions and information, please contact us:

- Email: is@ijs.si
- Website: <http://is.ijs.si>

We look forward to your papers and to seeing you at IS2026!

Kind regards

IS2026 Organizing Committee