International Elevator & Escalator Symposium 2024

The IEES-2024 Submission Rules and Guidelines endeavor to aid prospective participants in the Symposium in the complete understanding of the Symposium's themes, deadlines, abstract and paper guidelines, judging criteria, and presentation and publication plans. It is important to adhere to these rules and guidelines to provide the uniformity and thoroughness necessary for abstract and paper review and acceptance by the IEES Technical Committee.

Theme: Consolidation and globalization's impact on safety and maintenance.

All abstracts and papers must discuss these themes.

Abstract Submission Deadline:	June 28, 2024
Abstract Acceptance Notification:	July 26, 2024
Paper Submission Deadline (Maximum 10 pages of A4):	October 4, 2024
Notification of acceptance of paper or feedback/comments from IEES Technical Committee:	October 11, 2024
Final Paper Submission Deadline:	October 18, 2024

Abstract Submission Guidelines:

- **All hoping to make a presentation during the IEES Symposium must first submit an abstract.** Abstracts must be received by the June 28, 2024, deadline.
- All submitted abstracts must fit the IEES theme of Consolidation and globalization's impact on safety and maintenance.
- Abstracts must be submitted in Microsoft Word or Adobe PDF™ format on A4-sized (297 mm x 210 mm or 11.69 x 8.27) paper and in Times New Roman 12-pt. font/size.
- Abstracts should include the paper's title, the author's/s' name/s, the company affiliation, the author's title/s at their company, the country of origin, authors' email addresses and an approximately 300-word abstract.
- The presenting author is requested to ensure that all co-authors are aware of the content of the abstract before submission.
- Submission of an abstract acknowledges your acceptance that the abstract will be published on the Symposium website, in the IEES-2024 book and in Elevator World, Inc. publications.
- Only the abstracts of registered presenting authors will be included in the final program.

- All abstracts must be submitted in English with accurate grammar and spelling of a quality suitable for publication. If you need help, please arrange for the review of your abstract by a native English speaker in the industry or one who knows the terminology of the industry, or by a copy editor, prior to submission.
- All abstracts should be emailed to paper@elevatorsymposium.org.
- The IEES Technical Committee will review all abstracts and notify the submitting author prior to or by the July 26, 2024, deadline, regarding the abstract's acceptance.
- The submitting author must complete and turn in a Submitter's Declaration form along with the abstract.
- **PLEASE NOTE:** If an abstract has been previously submitted to a different congress or symposium, but the resulting paper was not presented, the abstract can be submitted to IEES -2024. However, if the abstract/paper was previously presented, it should not be submitted to IEES-2024.

Paper Submission Guidelines:
- **All hoping to make a presentation during the IEES Symposium must first submit a completed paper, based on an accepted abstract, to be reviewed by the IEES Technical Committee.**
- The paper submission deadline is October 4, 2024.
- Papers must be presented in English, and be max. 10 pages in length, including photos, tables, figures and references.
- Papers must be submitted in Microsoft Word or Adobe PDF™ format on A4-sized (297 mm x 210 mm or 11.69 x 8.27) paper and in Times New Roman 12-pt. font/size.
- Papers must begin with the title, followed by the author'/s' name/s and company affiliation, the accepted abstract, the main body of the text, references, and author biographical information.
- Notification of acceptance of the paper or feedback/comments from the IEES Technical Committee will be given by October 11, 2024.
- Final paper submissions are due by October 18, 2024.
- Accepted papers will be presented by their authors during the IEES-2024 event in Bahamas, on November 12-13, 2024.
- All papers presented at IEES-2024 will be compiled and published in a book titled *IEES-2024.* Reproduction will be made directly from author-prepared papers. To assure timely and efficient production of the *IEES-2024* book, with a consistent and easy-to-read format, authors must submit their abstracts and papers in strict conformance with these guidelines.