Submission Guidelines to xCoAx 2024: Performances and Artworks

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**Abstract.** Summarize the contents of the submission with an abstract of 100 to 200 words.

**Keywords:** Separated by commas, in a minimum of 4 and maximum of 8

# Description

Submissions should be delivered as PDF files, while the final documents for publication should be delivered in Word format, both must be formatted using the styles provided in this template.

Initial submissions of artworks, exhibits, or performances should include an appendix with a technical rider and setup details for either an online or on-site exhibition or performance setting (please specify preferred setting and corresponding requirements). They should also include an appendix with links to multimedia files or documentation on the work to be considered by the reviewers. The technical requirements will be excluded from the texts published on the website and the proceedings.

For all accepted works, the abstract and the main text will be published in the proceedings; the abstract, a featured image and other media materials will be published on a dedicated page in the xCoAx 2024 website.

The final document to be published in the proceedings should include the abstract followed by a description of the work between 700 and 2000 words (not including references) with images. For final publication, please provide a separate featured image of the work to be included on the submission’s cover page in the proceedings and on the work’s webpage of the xCoAx site (1,920 px width x 1080 px height)

When preparing the final document, author’s names should not include academic titles or descriptions. Names of multiple authors should be separated with commas. Affiliations should be composed below the name or list of names and include town (if it is not already part of the affiliation itself) and country. Email contacts should be composed directly below the affiliations. Multiple affiliations should be marked with superscript numbers and composed in new lines as shown in this template.

# Document Structure and Formatting

Format all text using the styles provided in this template so that texts can be easily edited for publishing in the online proceedings. Please don’t leave empty lines between paragraphs. Body text should be formatted in *Normal* style (10 pt; aligned left; line spacing single; space after: 10 pt).

All submissions should be written in English. Please make sure that there is consistency throughout the text when following American, British or any other English norms. Quotations from foreign language texts should be translated into English. Where necessary the original text may be quoted in footnotes.

## Title

The title of the artwork/performance proposal should be formatted using the *Title* style and set in title-case.[[1]](#footnote-1) Separate title from subtitle using colon ( : ) instead of N or M dash. When including names of artworks/projects in the text, use italics instead of quotations marks or All Caps. Please use italics consistently throughout the text and make clear whether capitalization is part of the title of works/projects (e.g., xCoAx).

## Headings

Compose all first and second level headings in title-case using the appropriate styles (*Heading 1* and *Heading 2*), as demonstrated in the table below. Do not number headings.

**Table 1.** Level styles, typeset examples, font size and formatting for headings

|  |  |  |
| --- | --- | --- |
| Level: style | Example | Formatting |
| First: Heading 1 (title case, not numbered) | First Level | 16 pt, bold; align left; line spacing: single; space before: 20 pt; space after: 10 pt; Keep with next; Keep lines together. |
| Second: Heading 2 (title case, not numbered) | Second Level Heading | 12 pt, bold; align left; line spacing: single; space before: 20 pt; space after: 10pt; Keep with next; Keep lines together. |
| Third: Heading 3 (sentence case, not numbered) | Third level heading | 11 pt, bold;align left; line spacing exactly 10pt; space before: 10 pt; space after: 10 pt; Keep with next; Keep lines together. |
| Fourth: Heading 4(sentence case, not numbered) | Fourth level heading | 11 pt, italic; align left; line spacing exactly 10 pt; space before: 10 pt; space after: 10 pt; Keep with next, Keep lines together. |

## Notes

Superscript references to notes should be composed either directly after the word, phrase, or sentence to be discussed or, immediately following the punctuation mark,[[2]](#footnote-2) if applicable. Notes should be used with moderation and formatted as footnotes (not endnotes). Number all footnotes sequentially and do not include any footnotes in the abstract.

# Figures and Captions

Figures can be placed directly in the document but should always be referred by figure number, ordered consecutively. All images should be prepared with a minimum of 1,000 px width, so that they can be zoomed in the published proceedings. The images should be composed inline in the Word file but final versions for publication should include higher-resolution images as attachments in PDF, PNG, TIF or JPG.



**Fig. 1.** xCoAx 2024 logo

Media assets such as audio, video, etc., can be represented in the final version of the text for publication as a screenshot or static images with a URL pointing to an online version of the asset in its caption.



**Fig. 2.** A video asset (<http://www.vimeo.com>)

## Figure and Table Captions

All captions should be numbered sequentially and should include a reference to the source whenever necessary. Figure captions should be composed below the figures, while table captions should be composed above the table, both using the same *Table + Figure Caption* style (10 pt; centred; line spacing exactly 10 pt; space before 10pt; space after 10 pt; Keep lines together).

## Program code

Program commands in the text should be set in the appropriate *Code* style. Use the *Code caption* style for notes after the code:

background(loadImage("rockies.jpg"));

PImage img = loadImage("degaul.jpg");

image(img, 0, 0);

blend(img, 0, 0, 33, 100, 67, 0, 33, 100, DARKEST);

Example of a pixel blend function from <http://processing.org/reference/blend_.html>

# Quotations, Citations and References

Quotations must be carefully transcribed and accurate. All in text quotations must be identified by quotation marks and followed by the corresponding citation. Citations in the text should be labelled with (Author Year) or (Author Year, page) following the Chicago Manual of Style conventions, as shown in the [Author-Date sample citations](https://www.chicagomanualofstyle.org/tools_citationguide/citation-guide-2.html), of the *Chicago-Style Citation Quick Guide* (Chicago Manual of Style Online2017).

Format short quotations with double quotes and inline, such as “the computer is not fundamentally a wire or a pathway but an *engine*” (Murray 1997, 72). Format longer quotations as indented paragraphs, without quotes, as show below, using the *Blockquote* style:

Here’s a new one for the psychopathology manual: *possiplexia*, being overwhelmed by possibilities—either freezing in the face of them, like people I know, or trying to grab them all, like me. (Nelson 2010, 338)

The references section should only include references directly cited in the text, organized alphabetically and chronologically. All references should be written in the Latin alphabet and, where applicable, list the original language at the end of the transcription or translation of the title, e.g., (in Chinese) or (in Greek). The heading should be References (not bibliography), using the *Heading 1* style, not numbered.

# Additional Information

The submission of the final version of the article constitutes an authorization for publishing at the **xCoAx 2024** proceedings. Should you have any questions, please contact info@xcoax.org

**Acknowledgements.** If necessary, they should always be composed with a run-in heading formatted in bold. They should always be composed in the end of the text prior to the references.

**Links**: If the submission is an online artwork or performance, you can provide the link here, if not already included in the text, e.g.: <https://xcoax.org>.

# References

**Chicago Manual of Style Online.**2017. “Author-Date: Sample Citations”. Citation Quick Guide.Accessed Oct 4, 2023. https://www.chicagomanualofstyle.org/tools\_citationguide/citation-guide-2.html

**Murray, Janet.** 1997. *Hamlet on the Holodeck: The Future of Narrative in Cyberspace.* Cambridge, MA: The MIT Press.

**Nelson, Theodor.** 2010. *Possiplex: Movies, Intellect, Creative Control, My Computer Life and the Fight for Civilization.*  Hackettstown, NJ: Mindful Press.

# Appendices: Technical requirements and documentation

Please list all technical requirements needed and specify which you will be able to provide. This information will not be included for publication. Please note that since last year’s edition we favour works that are optimized for an online exhibition or online performance setting, either through pre-recorded documentation or as networked or browser-based works, as well as works that are internet-aware or use the internet as resource or theme.

Please include all media assets considered relevant for the reviewing process, such as audio, video, etc. This can be background work or work in progress, therefore documentation which is not necessarily included in the final text or website. Selected multimedia materials to be published on the xCoAx website will by requested after acceptance of the submission.

(Revised October 2023)

1. When using title-case, capitalize the first letter of all major words, i.e. nouns, pronouns, adjectives, verbs, adverbs, subordinate conjunctions, and use lowercase for articles (a, an, the), coordinating conjunctions, prepositions, and the ‘to’ in an infinitive. [↑](#footnote-ref-1)
2. This is an example of a footnote in *Footnote Text* style. [↑](#footnote-ref-2)