

**General guidelines to improve the contents of your short paper**  
**Please take notice of these comments before writing your short paper**

1. Always state the relation with the simulation or related field throughout your **entire** paper. The relation can be threefold: your research is on concurrent engineering itself, your research **using** concurrent engineering in another field, or your research contributes to the field of concurrent engineering.
2. If your paper describes **a method** or **a technique**, always give examples of the **use** of that method or technique. If possible, include (references to) empirical evidence that your method or technique works the way it is supposed to.
3. If your paper describes **an application example**, always point out the **methods** and **techniques** you used to get the results that are described in the paper. Add screen dumps if possible. Literature references might be sufficient.
4. Give an indication of the current **stage** your work or research is in. Is it still preliminary? Is there a commercially available product on the market? Is your work being applied by others or in other domains?
5. Start your paper with a brief **abstract**. Do not include material in the abstract that will not be described in the paper.
6. Always indicate the **novel aspects** that will be covered in the paper with respect to earlier work of yours and of others. In what way does your contribution differ from what has been done before?
7. Make sure your **introduction** is appropriate. An introduction should give the general background for your research, and references to general literature on the subject for interested readers.
8. Make sure your **literature** references are correct, and up-to-date. Others will use your paper to find more information on the subject your paper is about. **Do not** only use your own references, but also refer to work done by others.
9. End your paper with **conclusions** and **further research** and recommendations. Your conclusions must be based on the material that can be found in the paper!
10. If you are not a native English speaker, have your English **corrected** before you send in your final paper. If the use of the English language is below standards, your paper might be rejected.
11. **Email or enclose a copy of your abstract, keywords and biography on disk or CD in ASCII and HTML format, for PC and a copy of your full paper in Word for Windows, PS or PDF (Preferred Format).** This will be uploaded on our WWW node for general conference information purposes.
12. **Make sure your paper is conform with the norms as set out in the author instructions (2 column, first page, footnotes, etc...).**