

Guidelines for external authors

The rapid change of the telecommunication/ ICT environment requires related technology foresight and immediate action, in order to propose possible ITU-T standardization activities as early as possible.

Technology Watch publications assess new technologies with regard to existing standards inside and outside ITU-T and their likely impact on future standardization. Besides the standardization aspect, the relevance of a given emerging technology for both developed and developing countries are evaluated.

Target audience

Technology Watch publications target ICT and standardization policy makers. This includes decision makers in ITU, such as the Telecommunication Standardization Advisory Group (TSAG), the management teams of ITU-T Study Groups, and the whole ITU Membership. The wider audience includes other people involved and interested in the standards making process and in emerging technologies, including ITU non-members.

Content and style of writing

Technology Watch publications aim at being accessible and understandable to non-experts, while remaining attractive to readers familiar with the topic. Authors should address different aspects of a chosen subject, such as a description of technologies and applications, review of existing standards or lack thereof, socio-economic aspects, potential relevance for developing countries, etc. If possible, the authors conclude in a set of concrete recommendations to standards and policy makers, or propose further steps. So far, reports have covered a wide range of topics: from ICT and food security, over cloud computing, to undersea cables for climate monitoring. Topic suggestions are agreed between authors and the *Technology Watch* secretariat.

Technology Watch reports are original and non-commercial work of about 10 pages. The inclusion of applications and examples, statistical data and figures can help to make documents readable and attractive to different audiences. In general the style of writing and analysis should be similar to what one may find in technology surveys of *The Economist*, *IEEE Spectrum*, *Scientific American* or *MIT Technology Review*. The *Technology Watch* secretariat recommends authors to apply the style guide issued by *The Economist*, and reserves the right to edit final draft reports in order to respect other requirements for publications issued by ITU.

Publication

After thorough review of the final draft and following approval of the ITU-T secretariat publications will be published in the *Technology Watch Report* series. The reports are available on-line, at <http://www.itu.int/en/ITU-T/techwatch/>, and are circulated to related ITU-T Study Groups, to the ITU membership (192 Member States and circa 700 Members companies and institutions from all areas of the ICT world) and to other parties inside and outside ITU.

Authors and the institutions they represent are acknowledged in the report. The *Technology Watch* secretariat can be reached at tsbtechwatch@itu.int.