

Guidelines and criteria for the submission of **SUB-THEME PROPOSALS** for EGOS Colloquia



Sub-theme proposal submissions are expected to include an outline of the proposed theme and the related area of interest (maximum of 2 pages), as well as a short description of the team of convenors, including their academic background and experience. Submissions should be linked with the overall Colloquium theme, but other submissions are also welcome. The sub-theme proposals should avoid repetition of the overall Colloquium theme in their titles.

Convenor teams of an EGOS Colloquium should conform to the following principles:

- They should be international in composition (convenors from at least two countries) and should include at least one highly reputed scholar and one convenor experienced in organizing EGOS sub-themes.
- The maximum convenor team size is three scholars; proposals from teams of four or more convenors cannot be considered!

Submission period [via the EGOS website] for sub-theme proposals for the 34th EGOS Colloquium in Tallinn, Estonia, Denmark, July 5–7, 2018:

- Start: Thursday, September 15, 2016
- End: Tuesday, November 15, 2016, 23:59:59 CET

1. To submit (and upload) a sub-theme proposal, the main submitter/convenor has to be (a) either a so-called “registered user” or (b) an active (or former) EGOS member:
 - If you have neither been an active EGOS member, nor a registered user, nor ever uploaded a short paper or a sub-theme proposal for the EGOS Colloquia, you first of all need to become a registered user! Please click on “**Join EGOS here**” at the top of the EGOS website.
 - If you are an active or former EGOS member, log in to “MyEGOS” using your EGOS member number or email address + your password.
2. After having logged in with your EGOS member or registered user number, please go to your **MyEGOS** and click on (Copenhagen 2017) “Submit your sub-theme proposal”.

Please fill in the form [all boxes marked with * are mandatory!]

- **Sub-theme title** – please do not use capital letters!
- **Proposal: brief summary** – no more than 150 words.

• **Proposal file** = outline of the proposed theme and the related area of interest (max. 2 pages), and a short description of the convenor team, inc. their academic background and experience.
→ Please upload your proposal in **.doc, .docx or .pdf** format!

- **Keywords** – no more than 7

1. **Convenor 1** [“main convenor”]:
 - **EGOS member no.** – **Last name, first name** – **Email** – **Affiliation** [i.e. university/institution, department, etc.] – **Country** – **Short biography** [no more than 100 words]
 - **EGOS history (optional)** = your “personal” EGOS history: please mention, amongst others, if you have even been a convenor at and/or attended previous EGOS Colloquia.
2. **Convenor 2:**
→ Please provide the requested information; cf. above (Convenor 1).
3. **Convenor 3:**
→ Please provide the requested information; cf. above (Convenor 1).

If you have any questions, please contact Angelika Zierer, Head of EGOS Executive Secretariat:
angelika@secretariat.egosnet.eu