

Guidelines and criteria for online 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:

- Diversity with respect to *gender, geographical background, and academic age* – among others.
- Include at least *one convenor with experience in organizing and running EGOS sub-themes*.
- Maximum convenor team size is three scholars; proposals from teams of four or more convenors will not be considered.

Submission period for sub-theme proposals for the 38th EGOS Colloquium in Vienna, July 7–9, 2022:

- Start: Wednesday, September 23, 2020
- End: Tuesday, December 1, 2020, 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 (Vienna 2022) “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