EUNIS 2023: simplified template  
ONLY USE FOR PROPOSALS NOT TO BE CONSIDERED FOR PUBLICATION OR ENTRY IN EUNIS AWARDS

First Author Name1,2[[1]](#footnote-1) and Second Author Name1[[2]](#footnote-2)

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Abstract

This should be a short description of no more than 300 words which will be used in the Congress schedule. It must contain enough information for participants to decide whether attending the session will be useful to them.

Please provide all of the other information requested in sufficient detail to permit peer review of your proposal. The overall length of an alternative format submission should not exceed 4 pages (less is fine so long as you have adequately answered all of the questions).

1. Topics

What is the theme of the session and why is it relevant to the EUNIS audience?

1. Proposed session format

State what type of session you propose to offer. Please note that full papers for potential publication and entry in EUNIS awards should use the full paper template which can be found on the event website.

This template is only for alternative formats. You can propose any format you like e.g. short presentation of good practice, panel discussion, birds of a feather session, hands-on demonstration, discussion based on a poster or another format of your choice.

The programme committee will take your preferences into consideration but may decide to offer you an alternative format to better fit your schedule.

1. Session outline

Describe how the session will run and the ideal length. The maximum length you should propose is 60 minutes for a workshop. Shorter proposals are very welcome and are more likely to be accepted.

Give detailed timings, explain how you will facilitate the session and any requirements in terms of room layout etc.

1. Session participants

List all participants involved in organising the session and provide sufficient information so the peer reviewers can judge the relevance of their experience.. If you are proposing a panel session, you should stay the names and relevant experience of all panellists.

If you are proposing a session that requires audience participation e.g. birds of a feather, state who should attend and what they will learn by attending.

1. Submitting your proposal

You can find a reminder of the deadlines and instructions for submitting your paper through [Congress Portal in EasyChair](https://easychair.org/conferences/?conf=eunis2023) in the [Call for papers](https://www.eunis.org/eunis2023/call-for-papers/) section of the Congress website.

1. Copyright notice

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1. References / Citations

References are not obligatory except in the case of full papers but can help give credibility to your proposal.

Use the “APA Reference format” for references – that is a list at the end of the paper, ordered alphabetically and formatted accordingly: <http://apastyle.apa.org/>. References should be published materials accessible to the public.

Author, A. A. (Year of publication). *Title of work: Capital letter also for subtitle*. Location: Publisher.

Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. *Title of periodical, volume number*, pages.

Adobe website (2010). *Adobe - Adobe Acrobat Professional Features*. Retrieved January 2, 2010, from: <http://www.adobe.com/products/acrobatpro/productinfo/features/>.

Bruner, J. S. (1996). *The culture of educatio*n. Cambridge, MA: Harvard University Press.

EUNIS (2008). *Papers and abstracts*. Retrieved January 1, 2008, from: <http://eunis.dk/?page_id=7>.

1. Author biographies

Authors should provide a short (approx. 800-1,200 characters) biography at the end of the paper, including information about their educational background, work experience, awards and memberships in professional societies. A LinkedIn reference can be used.

Authors are also asked to provide a photo which will be used on the Congress website. The photograph (3cm×4cm) is placed at the top left of the biography (use “Format Picture” – “Layout” – “Square” option). Author’s contact data (if necessary) are placed at the end of the biography.

1. Footnote – use for author ORCID info (see section 5) or delete if not used [↑](#footnote-ref-1)
2. Another footnote - delete if not used [↑](#footnote-ref-2)