

# ABSTRACT GUIDELINES FOR REPM 2014

The programme committee warmly invite you to submit an abstract for an oral or poster presentation.

Abstracts related to research evaluation and performance measurement are invited and should demonstrate a correlation with the conference themes:

- Research evaluation and measurement practices
- Research evaluation and management tools
- Institutional participation in research evaluation
- National research evaluation
- Global rankings

## **Abstract Guidelines**

All authors are asked to please follow the following guidelines carefully:

- Abstracts should be written in English.
- Please indicate whether you are submitting for oral or poster presentation.
- Indicate clearly under which conference theme the abstract is being submitted.
- Use a concise title that indicates the content of the abstract.
- Research based abstracts should be structured under the following headings:
  - **Background/ Aim/ Methods/ Results/ Conclusion**. Non-research abstracts should be structured coherently.
- Abstracts are limited to 500 words.
- No graphs or diagrams should be included.
- References are not required in the abstract

## Registration

Please <u>click here</u> to register and submit your abstract. The due date for abstracts is **Thursday 31** October 2013.

All delegates wishing to submit an abstract will be required to set up an 'abstract account' before submitting the abstract. You are required to include your biography before the system will allow you to submit an abstract.

## **Notification and Correspondence**

Abstracts will be peer reviewed by the scientific committee and selected on the basis of merit for either oral or poster presentation.

Presenting authors of accepted abstracts will be notified in writing, indicating the method of presentation (oral or poster) by **Thursday 12 December 2013**. Full papers will be due by **Friday 28 February 2014**.















All presenters of accepted abstracts must be registered as conference delegates, and are encouraged to register early.

#### **Poster Presentations**

Poster presentations will be displayed during the conference in the exhibition area. The required poster size is A1 (841 x 594 mm) and can be in either portrait or landscape format. We request that all pictures used on posters have informed consent.

## Publication

Accepted abstracts will be published in the online programme on the conference website.









