

## ABSTRACT SUBMISSION GUIDELINES & INSTRUCTIONS

Please read the instructions below on how to submit, amend or withdraw an abstract for the **Munin Conference on Scholarly Publishing**.

### Important

- The deadline for abstract submission is announced at the Munin Conference [homepage](#).
- The conference language is English.
- For posters: please indicate language if other than English.
- All communications about your abstract will be sent to the email address you used for the submission. If you want us to use another e-mail address, please add a corresponding email address.
- Abstracts submitted in hard copy will not be accepted.

### How to submit

Please send the following information to [muninconference@ub.uit.no](mailto:muninconference@ub.uit.no)

#### **Title:**

The title should be as brief as possible but long enough to indicate clearly the theme of the abstract. A tentative title should be updated before the final program is announced, by the middle of October. The title will be used for the final program and in the booklet of abstracts.

#### **Abstract (300-500 words):**

- The abstract text must be formatted as a text file for easy copy and paste.
- References are not required.
- Special symbols and formatting can be used where necessary, but in that case you must make a note on this to make us aware of it.
- Do not use tables or figures in the abstract.

#### **Authors and affiliations:**

- Enter the names and the affiliation of all authors in the order in which you wish them to appear in the program. Please ensure the spelling of their names and affiliations is correct.

### Amend or withdraw an abstract

If you want to amend or withdraw an abstract, please contact the Organizing Committee by email to [muninconference@ub.uit.no](mailto:muninconference@ub.uit.no). Please note that this need to be communicated in writing by the author who originally submitted the abstract. The Organizing Committee will assume that all other authors/presenters have been informed.

## Author Notification

- Authors will receive notification of acceptance/rework or rejection to the email address for the submission. The date for notification will be announced at the [conference homepage](#).
- Upon receiving notification of acceptance, authors are required to confirm the Organizing Committee of their intent to participate/present at the conference within two weeks. The authors must send a picture for the presentation of speakers at the Munin Conference homepage. Authors who fail to confirm may be withdrawn from the program at the discretion of the committee.
- The authors will receive the presentation details (presentation day, date and time) soon hereafter.

## SUBMISSION TERMS & CONDITIONS

By submitting an abstract to the Munin Conference, you agree to the following:

- The author is responsible for the accuracy of the abstract.
- You confirm that the submission has been approved by all authors.
- The acceptance of an abstract for the Munin Conference does not imply provision of travel, accommodation or registration for the conference, nor any other costs associated with preparation or presentation of the abstract, or any costs associated with attendance at the Munin Conference.
- All presenting authors at the conference must register and pay to attend.
- At least one author will be available to present if selected for the program. The authors will immediately notify the Organizing Committee if they are unable to present or if the presenting author is changed.
- You give us permission to publish your abstract submission on the Munin Conference website and in the booklet of abstracts from the conference.
- Authors retain copyright over their work, while granting the Munin Conference a perpetual, irrevocable license to distribute the presented, unpublished work under a Creative Commons Attribution License. This allows others to freely access, use, and share the work, with an acknowledgement of the work's authorship and its initial presentation at this conference.
- You give us permission to video record your presentation and publish it as part of the conference proceedings. Otherwise, please state your reservation to this and we will respect that.
- The abstract will be reviewed by members of the Organizing Committee and the Committee's decision is final.

## More Information

Website: <http://site.uit.no/muninconf/>

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Email: [muninconference@ub.uit.no](mailto:muninconference@ub.uit.no)

The Organizing Committee: [http://site.uit.no/muninconf/?page\\_id=15](http://site.uit.no/muninconf/?page_id=15)