



14th Spanish Congress of Sociology (Murcia, Spain, June 30–2 July 2022)

Submission guidelines for authors

Persons wishing to send contributions to the conference working groups should adhere to the following guidelines.

Proposal submissions to the working group in question consist of two obligatory stages: **abstract submission** and short **text or poster submissions**.

To consult the working groups section [click here](#). Please make sure you check these sections for any changes to guidelines made by the working groups.

The application for submission is available [here](#)

Only texts submitted using the conference webpage/application will be admitted. Submission deadlines will not be extended.

1. Abstract submission

A submission can only be sent to one working group.

Contact authors: If there are two authors or more, only one will be the contact author. The contact author is the person who will access the computer system and receive all correspondence.

The other authors can give presentations, obtain certificates and participate in all conference activities, as long as they are registered.

Contact author's limits to submissions: Each contact author may present a maximum of two submissions. There is no limit to appearance as a co-author of the texts in which s/he has participated.

Abstract submission:

Tables, figures and images must not be included; the word limit is **250 maximum**. Keep acronyms to a minimum and establish their meaning on first usage.

Abstracts must also contain:

- Working group to which they are being submitted
- Title
- Name of contact author
- Surname/s of contact author
- Email of contact author
- Name, surname and email of the other authors
- Affiliations of all authors

Working group coordinators will consider all submissions and will notify the contact author of acceptance/rejection by email.

2. Submission of short texts

Once the abstracts have been accepted, authors must send a short text of 2500 words maximum (including references and footnotes), in short article format, and of suitable length and structure to provide an outline of author contributions. Presentation of a short text is obligatory. Submissions must be submission through the conference web application. Once the short text has been admitted, no changes can be made by the author/s.

3. Presentation modalities

The final presentation modalities will be decided by the coordinating teams of the working groups after assessment and acceptance, where appropriate, of the abstracts and short texts submitted. The coordinating teams can decide that submissions will be presented in a standard or joint session format, as a guest presentation or poster. These teams also decide on session formats, presentation times and discussion.

Authors can choose directly to present a submission as a poster, once their abstract has been accepted. Posters can be uploaded using the same procedure as for submitting texts and by the same deadline.

4. Poster format

These are graphic displays of communications that have been presented or assigned as posters by the conference working groups. They will be displayed during the session to which they are located, in areas specifically set aside for that purpose. Times and presentation slots will be published in the programme.

Once the abstracts have been accepted, Authors will be able to send their poster through Conftool, following the indications that will be given on the date.

All communications, irrespective of type of presentation format (oral or poster), will be accredited to a single category, "communication", in both the final publication and the certificate issued to participants.

5. Conference language

The official conference language is Spanish. Short texts can be submitted in Spanish, English or, occasionally, in another language, by prior agreement of the working group coordinator. Texts will always be preceded by an abstract in Spanish or English. Oral presentations will be in Spanish or English.

6. Publication policies

Abstracts will be posted on the conference webpage on acceptance. Abstracts of all submissions will remain on the webpage and will be used to create the programme or, where appropriate, conference publications; authorship will be respected at all times.

Publication of the short text on the web is obligatory. Short texts can be downloaded freely (PDF format) several weeks before the conference until a few days afterwards. After this date, authors may decide whether or not their text will remain on the FES website.

The programme containing the titles of the presentations, authors' names and professional affiliations will remain on the web. This programme is an official FES publication and has its own ISBN.

7. Registration and appearance in the programme

In order to appear in the programme, it is obligatory to complete conference registration before the deadline.

For texts by various authors, at least one author must register and pay the registration fee. The other authors will be included in the programme but will only receive a certificate if they pay the registration fee.

8. Certificates for conference delegates

After the conference, the FES will ensure that certificates for conference delegates are available to download through the application. Certificates will only be issued to registered delegates.

Types of certificates:

Communication certificate. The conference considers that all contributions that have passed the assessment process deserve the same recognition. The certificates issued will only acknowledge a contribution as a "communication" and will not distinguish between presentation formats. Certificates are individual. Each individual must have paid the conference registration fee.

Attendance certificate. Attendance certificates will be issued to those who have paid the registration fee.

9. Key dates

Abstract submissions

Deadline: **18 November 2021 to 21 January 2022**

Confirmation of acceptance: **23 February 2022**

Short text/Poster submission

Deadline: **1 to 25 March 2022**

Confirmation of acceptance: **25 April 2022**

Registration:

Opening: **1 March 2022**

Early bird period: **28 April 2022**

Deadline for registration to appear in the programme: **11 May 2022**

Programme

Publication: **1 June 2022**

Removal from the web of short text by author/s (optional): **15 July 2022**

Contact:

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