

## **Regulations of the I Virtual Science Conference of Ochota Campus**

### **1. General conditions**

1.1. The goal of the Conference is to allow doctoral students (affiliated with the following faculties and units of the University of Warsaw: Faculty of Biology, Faculty of Chemistry, Faculty of Physics, Faculty of Mathematics, Informatics and Mechanics, Faculty of Geography and Regional Studies and the Doctoral School of Exact and Natural Sciences) to present and virtually discuss the findings of their scientific research.

1.2. The Conference is organized by the Organizing Committee, hereafter referred to as the 'Committee'. Its members consist of representatives of the authorities of the units listed in point 1.1. and the representatives of doctoral students.

1.3. The Conference has no commercial character and is a free of charge event: no registration fee is required.

1.4. The Conference has a status of a national conference.

1.5. The Conference will be held on 30th of June and the 1st of July 2020 from 9.00 a.m. to 6.00 p.m.

1.5.a The Committee, taking into consideration the number of abstracts received, may decide to extend the duration of the conference by one day.

1.6. The Conference will be held on-line on the Kampus platform.

1.7. The Conference will be held in two languages: Polish and English.

### **2. Rules of Participation**

2.1. The conference will be divided into two sessions:

#### **1. On-line Poster Session:**

(a) 5 different sub-sessions will be held simultaneously: Astronomy and Physical Sciences, Mathematics and Computer Science, Geology and Geography, Biology Sciences, Chemical Sciences,

(b) posters can be prepared in Polish or English,

(c) during the on-line session all submitted posters will be uploaded on the Kampus platform,

(d) on-line discussions in Polish or English will be held via a chat window under the posters.

#### **2. On-line Plenary Session:**

(a) video lectures from the invited speakers from each discipline will be uploaded onto the Kampus platform,

(b) on-line discussions will be held via a chat window under the videos,

(c) lectures will be provided in Polish or English.

2.1. The Organising Committee may extend the number of sessions in case communications from other disciplines or based on multidisciplinary research are submitted.

2.2. Two types of conference participations are defined: poster presenter or listener.

2.3. Poster presenter (Active participant):

(a) is a person who presented results of their own research in the form of a poster presentation during the Conference

(b) is a doctoral student at a faculty or unit listed in point 1.1.,

(c) is obliged to register via a form available at the Kampus platform,

(d) after logging into the Kampus platform is entitled to view posters from all disciplines, listen to posted recordings of lectures and participate in online discussions,

(e) after the Conference will receive an electronic certificate confirming the poster presentation of the research.

2.4. Listener:

(a) is a person who participates in the sessions, but does not present their own research,

(b) is obliged to register via a form available at the Kampus platform: [address],

(c) after logging into Kampus platform is entitled to view posters from all disciplines, listen to posted recordings of lectures and participate in online discussions,

(d) will receive an electronic certificate of participation after the Conference.

### 3. Rules on the Presentation of Work

3.1. Each participant may be a co-author of any number of submitted works (provided they have actually contributed to the work).

3.2. The certificate of active participation will be issued only to the person who is the first author of the poster presented during the conference.

3.3. Each participant can be the first author of not more than two posters presented at the conference.

3.4. Abstracts of works hereafter referred to as abstracts should be sent by e-mail to the conference e-mail address: [wknko@uw.edu.pl](mailto:wknko@uw.edu.pl). The abstract should be in doc or docx format. The deadline for sending abstracts is the last day of the Conference registration period.

3.5. The abstract should be prepared according to the templates published on the conference website <https://wknko.ckc.uw.edu.pl/>. The abstract must include: the title of the poster, the authors of the work and the institutions they represent, introduction, the aim of the work, materials and methods (in the case of experimental work), a short description of the main

results, conclusions and references to literature. The content of the abstract should be written in Times New Roman font (size: 12 points) without bold, underlining, italics or bullet points, in one color, without tables, charts or images. The person sending the abstract is responsible for the content and form of the summary. The abstract should be written in Polish or English depending on the language in which the work will be presented.

3.6. In order to make a description on the platform, the Committee recommends that you send your photo with the abstract in jpg, png or tiff format with the following dimensions that will be determined later. This photo will be posted on the platform's website and will not be used or processed in any other way. After the conference it will be removed. The photo should be clear, show the presenter of the work and there should be no additional people on it. Sending a photo is not obligatory for the participation in the conference.

3.7. Abstracts are evaluated by the Programme Council, the chairman's of the sessions, The Programme Council is mentioned at the conference webpage. The Programme Council selects the works to be presented taking into account, among other things, how well the research topic corresponds with the conference theme, the originality of the work and the importance of the subject matter undertaken, the correctness of the formulation of the goal and the hypothesis, the research methods used, the way research results are interpreted and the reasoning.

3.8. In case of significant similarities in the abstracts of different presentations, the Programme Council will decide which work will qualify for the Conference.

3.9. The Organising Committee, together with the Programme Council, reserves the right not to qualify the submitted work if the work does not meet the evaluation criteria set out in points 3.3., 3.4. and 3.5 as well as low standard of scientific level. In its decisions it will be guided by the highest standards in the field of scientific level.

3.10. In case of minor editorial errors in the abstract, the Program Council reserves the right to contact the presenting author and set a time for corrections.

3.11. Submitting a summary of the work is equivalent to the acceptance of the Conference Regulations. Works that do not comply with the Regulations will not be accepted for presentation.

3.12. An electronic book of abstracts will be published in electronic form on the conference website.

3.13. Two weeks before the beginning of the conference a confirmation will be sent to the qualified participants together with instructions for placing a poster on the UW Kampus platform.

3.14. Posters presented during the Conference should be in a portrait orientation and format A1 or A0, and have a resolution of 300 DPI. The file size must not exceed 10 MB.

3.15. Technical support will be available to participants via e-mail [wknko@uw.edu.pl](mailto:wknko@uw.edu.pl).

3.16. The Board of Jurors Scientific Committee may decide to award the best presentations in each section.

3.17. Disputes and issues not included in the regulations will be resolved by the Organizing Committee.

3.18. The Conference Participant is fully responsible for all materials and information presented by them at the Conference, including but not limited to the name, logo,

presentations, advertising materials. The participant is also fully responsible for any chat messages she or he makes at the Conference.

3.19. The Participant agrees to follow the recommendations of the representatives of the Organising Committee.

3.20. The conference participant agrees for the Committee to administer the participant's personal data provided during registration. This data will be used by the Committee for the organization of the conference and will not be used or processed in any other way. After the conference, they will be deleted. This does not apply to the book of abstracts (see point 3.9.).