**Instructions for abstract submission** for the
**3rd International Disability Studies Conference 'The Art of Belonging'**

Abstracts of papers, posters or otherwise submitted for presentation at the Disability Studies conference 2017 should meet the below criteria and provide the required information.

# Submission format

- Abstracts should be made in Microsoft Office Word (as .doc or .docx)
- Abstracts must be in English
- Use plain language (accessible writing)
- The abstract or summary should have a maximum of 350 words.
- The title of the presentation should have a maximum of 100 characters (including spaces).
- A .JPG portrait picture of the presenting author, suitable for print (minimum 300 kb) should be attached separately to the email.

# Required information

The abstract should provide the following information:

1. Title
   Full title of the presentation (no more than 100 characters + spaces), clearly indicating the content to be presented
2. Details of the presenter(s)
   - First (given) name
   - Middle initials
   - Last name (family name)
     Names should be written with the first (given) name first, followed by the middle initial(s), if any, and the family name.
     Examples: Peter G. Smith, Mary A. Jones and John Brown.
   - Email address
   - Affiliated instition, organisation, project or programme (if any)
   - City
   - Country
   - Website(s) (if any)
   - Social media accounts (if any)

3. Preferred presentation type
   o Oral presentation
   o Poster presentation
   o Demonstrations
   o Roundtable
   o Otherwise, for example presentations from the visual, performing or writing arts
4. A summary (maximum 350 words) of the presentation or performance (for research presentations or posters this is the Abstract, see below at point 2).
5. 2 or 3 keywords
   You are requested to add 2 or 3 keywords of your own and/or choose one of the following keywords: collaborative and creative research, data collection, identity, technology, choice, ecology, social media, rights, ableism, friendship, stigma, transition and reciprocity.

**Presentations or posters reporting on research should also include:**

1. Details of all (co-)researchers and/or (co-)authors
   o First (given) name
   o Middle initials
   o Last name (family name)
     Names of all authors should be written with the first (given) name first, followed by the middle initial(s), if any, and the family name. The name of the presenting author should be underlined.
     Example: Peter G. Smith, Mary A. Jones and John Brown.
   o Affiliated instition, organisation, project or programme
   o City
   o Country
2. An abstract with: Aim, Methods, Results, Conclusions (maximum of 350 words in total)
3. 2 or 3 keywords
   You are requested to add 2 or 3 keywords of your own and/or choose one of the following keywords: collaborative and creative research, data collection, identity, technology, choice, ecology, social media, rights, ableism, friendship, stigma, transition and reciprocity.

# Accessible writing by using plain language

Write your abstract in clear language (plain English). Some of the conference participants find reading difficult. Changing the way you write and present information can make it easier for everyone to understand.

Guidelines for accessible writing can be found online:

- Mencap's guidelines for accessible writing:

  http://www.easy-read-online.co.uk/media/10609/making-myself-clear.pdf


- Document Checklist for Plain Language:

  http://www.plainlanguage.gov/howto/quickreference/checklist.cfm

# Submission

DEADLINE FOR ABSTRACT SUBMISSION IS APRIL 30, 2017.

The abstract and photo of the presenter(s) should be sent by e-mail to:

mariesol.reindl@disabilitystudies.nl

Should you need the make changes after submission, please sent an email to mariesol.reindl@disabilitystudies.nl

The receipt of your abstract will be confirmed by e-mail.