



# GOR 09

Vienna

April 06-08, 2009

[www.gor.de](http://www.gor.de)

11. internationale Konferenz  
**General Online Research**

## **Briefing for Authors - Oral Presentations**



[www.dgof.de](http://www.dgof.de)



Dear author,

please keep this briefing available. It contains important information you will need for preparing your presentation at GOR 09.

Please note that the GENERAL ONLINE RESEARCH is organized online. This means that you will receive all material – including your invoice and your admission ticket – via e-mail or download at the GOR homepage or conftool.

Thus, it is crucial that we always have your current e-mail address.  
Thank you very much for your help!

If you have further questions please do not hesitate to contact us.

We are looking forward to meeting you in Vienna!  
Your DGOF-team

## 1 Until January 31<sup>st</sup>, 2009

Please note: The abstract that you have submitted will appear **exactly in the same format in the abstracts reader**. For this reason we ask you kindly to check your abstract and your personal co-ordinates for the conference print-outs at <http://wp1101040.wp137.webpack.hosteurope.de/conftool09/>

**Please keep in mind that you are responsible for the accuracy of your abstract in form and content:**

**Please make sure the following details are correct:**

### **Mandatory:**

- Author(s):** The name format has to comply with conventions mentioned in the Conftool, e.g., Leon Festinger(1), Karl R. Popper(2), James Coleman(1,2).
- Do not capitalize the entire title. **Capitalize** the first letter of significant words only, i.e. do not capitalize words such as *and, to, of, in*, etc. as mentioned in the information on your submission.
- Do not use **empty lines or double spaces** within your abstract and title, e.g. in the end of our abstract.
- Do not use **empty lines** between an English and German abstract.
- To begin a **new paragraph** use only one hit on the RETURN key.
- Do not provide author names, additional author information, or the English title in the **abstract field**.
- Correct your **spelling**.
- Do we have your abstract in English?
- Do we have the title of your presentation in English?

### **Voluntary:**

- Did you mention all of your co-authors?
- Do you want to name their affiliation?
- Do you want to publish their e-mail addresses?
- Do you like to publish additional contact data of you and your co-authors (URLs, telephone numbers)?

### **1** Until February 15<sup>th</sup>, 2009

All visitors and participants of the GOR need to register through our Conftool. This registration is the confirmation that you will attend GOR. First named authors of the GOR get an allowance on the conference fee (145 EUR). The rebate is not valid for co-authors. Co-authors should register as regular visitors.

#### **Registration deadline**

To allow for a mention in the conference program, first authors must register by February 15<sup>th</sup>, 2009.

#### **Discounts**

- As a DGOF member you get a 20% discount. Thus, DGOF members pay only 116 EUR.
- The early registration discount for first authors is 15% (123,25 EUR) and is valid for registration until February 15<sup>th</sup>, 2009.

Together with your conference registration you can also book attendance of a workshop. Please note that for workshop attendance pre-registration is necessary.

#### **Your invoice and your GOR 09 ticket – two different PDF files**

After your registration through our conference tool you will get your invoice via PDF file. Please pay your conference fee within 10 days (receipt of payment in our account). Your ticket is valid for the conference and – if booked – for the workshops. You will find details about benefits, money transfer and terms and conditions at the registration page.

#### **Refund of fees**

Cancellation of registration for the conference is free of charge until February 28<sup>th</sup>, 2009. For later cancellations we have to bill the full price. You have the right to let a competent colleague give your presentation for you if you – unexpectedly – are unable to be present at the conference.

**1** Until March 15<sup>th</sup>, 2009

### Your presentation

For your oral presentation the usual GOR guidelines apply:

- Length max. 15-20 minutes plus max. 10 minutes discussion.
- The slides have to be in English.
- The presentation language may be English or German but English is preferred.

Several presentations will be joined into a **session**. Each session is chaired by a person who facilitates the discussion of the single contributions within this session. The names of the session chairs will be announced shortly before the conference. You will find the number of "your" session when the final program is published. We recommend that you keep in mind or note down your session number.

You will find the room number of your session signposted at the conference site.

Please note that program modifications are possible at any time. Please acquaint yourself with the time slot of your session at [www.gor.de](http://www.gor.de).

### Your slides

The slides are uploaded via our Conftool before the conference. Thus, you will find your file(s) already when you come to Vienna.

Thus, it is necessary to send us your slides in the final version until March 17<sup>th</sup>, 2009.

### Upload your slides via the Conftool:

- Name your file(s) as follows: lastname\_firstname\_Title\_of\_Presentation.
- Use one of the formats: PowerPoint Presentation (PPT or PPS) compatible with Windows XP (SP 2) and MS PowerPoint 2003.

All important information for your stay in Vienna will be published soon at [www.gor.de](http://www.gor.de)

### **Accommodation**

Within the next few weeks we will offer you a contingent of hotel rooms.

### **University of Vienna**

The workshops as well as the conference will take place at the University of Vienna. The attractive conference site is situated centrally: the main building of the University of Vienna at Dr. Karl-Lueger Ring 1.

**You want to contact some of the other authors?**

Please use the platform in our conference tool.

**You want to meet other authors and get in touch with your audience?**

If you like we can publish your cell phone number in the abstracts reader.

**You need electricity?**

Electricity is available at several places.

**You want to contact the GOR organization team?**

You will find the conference counter always manned. The telephone number will be announced soon.

**Your contact persons:**

Dr. Olaf Wenzel (Chairman)

Melanie Rischke (Office)

**Contact details:**

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