

Instructions for Session Convenors:

7th EUGEO Congress in Conjunction with the 51st Conference of Irish Geographers

The next steps:

1. Session convenors decide what received abstracts will be accepted for their session.
2. Session convenors accept the relevant papers for inclusion in their session and communicate this acceptance to those who have submitted an abstract. Please indicate to those accepted that they should now register for the 7th EUGEO Congress (if they have not already done so) AND that they must also submit their abstract through the online portal.
 - The link to registration is available here: <https://www.eugeo2019.eu/academics>
 - The link to the abstract submission portal is available here: <https://www.eugeo2019.eu/abstract-submission-form-c1r5x>
 - Both are available on the EUGEO2019 website: www.eugeo2019.eu
3. Session convenors should send the final session line-up to kathy.reilly@nuigalway.ie and frances.fahy@nuigalway.ie by February 15th 2019. Please include any special requirements/alternative format details. Please also indicate who will be the session chair(s).
4. If you receive a proposed abstract that you cannot accommodate within your session, please encourage the author to submit a paper to the open call. Frances and I will accommodate papers submitted to the open call.
5. Frances and I will also contact session convenors if there is a paper submitted through the open call that might be suited for inclusion in a proposed session. The open call closes on February 15th.

Please be aware of the following:

- Sessions are 1.5 hours (90 minutes) each and should contain 4 -5 speakers per session
- We can facilitate (and indeed welcome) alternative session formats (e.g. Pecha Kucha); session convenors should indicate any special requirements/alternative formats when sending the session line-up to the Congress Co-Chairs
- If there is demand additional sessions can be added to a given theme following consultation with the Co-Chairs

