



POSTERS

Following a double-blind review process, authors will have received a notification email. Even if their proposals/abstracts are accepted they might be asked to revise abstract of their proposal, according to the reviewers' remarks and suggestions. **The posters will be presented in a special Two Minute Madness session.** For this purpose authors must submit a final version of the poster (graphic presentation) in .pdf or .jpeg format by **January 20, 2019**. Important: Try to prepare inclusive presentation which will be accessible to all potential audience, including people with disabilities.

Final version of the abstract/description of the poster should be submitted as attachment via EasyChair (as .doc, .docx or .rtf) by **December 1st, 2018**, and is limited to two pages, including the first page and the following content:

- The background and purpose.
- Details of the methods, procedures or instruments used.
- Findings, discussion and conclusions.
- References/Bibliography
- Appendices (if necessary).

First page

The first page should include:

Title: In 15 point font and boldface.

Author(s): In 12 point font Times New roman, Author's name, academic title (for teachers: Assistant professor, Associate professors etc.) or student status (Bachelor, Master or Doctoral Student), affiliation (Department, School, University), city, country, email address.

Abstract: An abstract of maximum **300 words** should be included on the title page describing the poster. Use 10 point Times New Roman font.

Keywords: List 3 - 6 keywords.

Requirements for style and format:

- Formatted for A4 paper using MS Word or Rich Text Format with minimal use of formatting.
- Right and left margins should be aligned and justified.
- 12 point font in Times New Roman style only, single-spaced.
- First level section headings should be in boldface and subsection headings in italics
- Sections should NOT be numbered.
- Tables and figures should be incorporated in the text as close to the reference as possible, and sequentially numbered in separate series. Captions should be Times New Roman style 10 point, centered. Captions for tables should be above the table. Captions for figures should be below the figure.
- The author is solely responsible for the accuracy and completeness of the references. References should be listed alphabetically according to the last name of the author. References to personal letters, papers presented at meetings, and other unpublished material should also be included. The format for citation follows the Publication Manual of the American Psychological Association (APA). Citation of an author's work in the text should follow the author-year citation format. Use comma to separate last names, and the word "and" between the last two authors within the text. For example: "Smith (1999) found that..."; "other researchers (Black and Tan, 2000) indicated that..." For multiple authors, list up to three authors, followed by "et al.". References should be in 12 point font and listed alphabetically at the end of the paper using an unnumbered style with a hanging indentation.
- Acknowledgement to individuals and/or organizations for their contribution can be presented before the list of references. For example: "This template is based mainly on the template of BOBCATSSS 2018."



Poster Preparation and Presentation Guidelines

- Your poster presentation should be educational, scientific and balanced. Be prepared to answer or discuss topic(s) that an attendee may have.
- Keep your text to a minimum. Your emphasis should be on graphics – charts, graphs, and photos. The illustrations should be easy to understand, but they need not be "arty"
- Avoid crowded and cluttered posters; they are difficult to read and are often disregarded.
- Design accessible posters that will provide greater access for all session participants and minimize exclusion of participants
- Individual handouts relative to poster presentations are popular and encouraged.
- Characters and figure legends should be readable from approximately 1.8 m away
- Lettered material should have appropriately heavy lettering; font size at least 20
- A large-character title banner, if possible, should go across the top of the poster, as a heading for the poster, font size at least 44. This banner should state the title (by upper case letters), the name(s), affiliation(s) and e-mail(s) of the author(s)
- The standard poster board will be provided.
- All posters should fit within a 110 cm by 70 cm area (portrait orientation).
- Pushpins/tape for mounting posters will be provided.
- WiFi Internet connection will be provided.
- At least one of the authors must be at the assigned space during the designated time and date to discuss the work presented.

Bibliography example:

Journal article

Reference form will differ in online versions of journal articles with or without DOI (digital object identifier) as shown in the examples below. There is no need for retrieval date.

- **print version**

Legris, P., Ingham, P., & Collette, P. (2003). Why do people use information technology? A critical review of the technology acceptance model. *Information & Management*, 40(3), 191-204.

- **online version with DOI**

Legris, P., Ingham, P., & Collette, P. (2003). Why do people use information technology? A critical review of the technology acceptance model. *Information & Management*, 40(3), 191-204. doi: 10.1016/S0378-7206(01)00143-4

- **online version without DOI**

Legris, P., Ingham, P., & Collette, P. (2003). Why do people use information technology? A critical review of the technology acceptance model. *Information & Management*, 40(3), 191-204. Retrieved from <https://www.sciencedirect.com/science/article/abs/pii/S0378720601001434>

Book

- **print version**

Samek, T. (2007). *Librarianship and human rights: A twenty-first century guide*. Oxford: Chandos Publishing.



- **book chapter (print version)**

Samek, T. (2007). An urgent context for twenty-first century librarianship. *Librarianship and human rights: A twenty-first century guide* (pp. 1-21). Oxford: Chandos Publishing.

- **electronic book**

Mossberger, K., Tolbert, C.K., & McNeal, R. S. (2008). *Digital citizenship: The Internet, society and participation*. [Adobe Digital Editions version]. Retrieved from: <http://www.aaaaaa.com>

- **entry in an online reference work**

Estabrook, Leigh S. (n.d.) Library. In Encyclopaedia Britannica. Retrieved from <https://www.britannica.com/topic/library>

Chapter in an edited book

Feather, J. (2006). Managing the documentary heritage: Issues for the present and future. In G.E. Gorman, & S.J. Shep (Eds.). *Preservation management for libraries, archives and museums* (pp. 1-18).

Conference proceedings (book form)

Nijboer, J., & Rijnierse, P. (2006). The modern librarian as cultural entrepreneur. In J. Kjertmann Jensen, K. Hagen Thomasen, M.L. Westring Sørensen, T. B. Sarp Hansen, & L. T. Rasmussen (Eds.), *Information, Innovation, Responsibility: Information professional in the network society: Proceedings of the 14th BOBCATSSS Symposium* (pp. 279-289). Tallin: Tallin University, Department of Information Studies.

Web site

Addo, S. (2018). *May 2018 JASIST now available online*. Retrieved from <https://www.asist.org/news/may-2018-jasist-now-available-online/>

When citing an entire website or page, it is enough to give the address of the website in the text. In that case the reference list entry is not needed.

Online lecture notes or PowerPoint slides

Doe, J. (2018). *Information literacy*. [PowerPoint slides]. Retrieved from <http://xxxxx>

Abstracts should be submitted via the EasyChair submission system (<https://easychair.org/conferences/?conf=bobcatsss2019>). Submission requires previous registration in the system of at least one author (corresponding author).