

**STUVA Conference '21 – Instructions for application to give a paper****1. Deadlines**

- 1.1. Applications must be send in online by **31 January 2021**.
- 1.2. Those having shown their interest will be informed by **15 May 2021**.
- 1.3. As always, the proceedings with the collected papers printed in full length will be published in time for the conference, where it will be distributed to the participants. The due date for all texts, which must be ready for typeset, is **31 July 2021. Only those papers which have been received by the due date can be printed.**

<b>Deadline: 31.01.2021</b>
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<b>Deadline: 31.07.2021</b>
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**2. Application to give a paper**

- 2.1. The applicant is requested to send in an application online under <https://papers.stuva.de/en>.
- 2.2. The brief summary of the paper in short phrases, which should offer as many details about the proposed talk as possible, while, most importantly, demonstrating the originality of the contribution (no general descriptions, please), shall not exceed 2,500 characters. **This description will provide the basis for making the decision!**

**3. Requirements for the papers**

- 3.1. The contents and/or formal treatment of the topic must be new, i.e. there must not be any equivalent publication.
- 3.2. The speaker must have the "right" to present the topic (e. g. prior permission of the client).
- 3.3. All talks must be exclusively academic and must **not** include any advertisement for specific companies or products.
- 3.4. Talks should not exceed a maximum of 15 minutes.
- 3.5. In order to the restricted length of papers, only one lecturer is permitted per paper. The listing of co-authors is restricted to a maximum of three.

**4. Cost regulations**

- 4.1. Remuneration for talks or the speakers' travel expenses are not paid.
- 4.2. One author per paper will not be charged the conference fee providing that the complete contribution is available ready-for-publication in the proceedings by 31 July 2021.
- 4.3. The speakers' texts, which are to be prepared for publication as stipulated above, must be made available for publication without any remuneration in

the book series „Forschung + Praxis, U-Verkehr und unterirdisches Bauen“ (“Research and Practice: Underground Transport and Construction”). The texts may only appear in other publications after the conference is finished and reference must be made to the STUVA Conference and the complete publication of papers.

#### **5. Photos and videos**

Photos and videos will be produced during the event. Lecturers declare their willingness by submitting their papers that the STUVA can also use these recordings for commercial purposes.