



# BOBCATSSS 2019: INSTRUCTIONS FOR AUTHORS

## ABSTRACTS

Provide an abstract of approximately 500 words on scholarly research, practical advances, best practices, and educational projects. Both completed research and early work/preliminary results are invited. The abstract should include:

- Title
- Body of text describing purpose, methodology, results, originality, practical implications and conclusion of the proposed contribution.
  - For workshops, which are tutorial and educational in nature and foster interactive discussions of attendees, authors should also list expected outcomes, optimal number of participants and duration of the session.
  - For Doctoral colloquium, authors should in particular address the following questions: problem statement, relevance, research questions, approach (methodology) and implications. Word limit for the doctoral colloquium proposal is 1500 words (without bibliography).
- Three to six keywords, listed alphabetically
- References/Bibliography (not included in the word limit)
- Conference subtheme to which it relates most directly: Social roles of information institutions / Information profession(als) and discipline / Innovative technologies.
- Type of contribution: Paper / Poster / Workshop / Pecha Kucha / Doctoral Colloquium

Abstract should NOT include author names or affiliations.

Requirements for style and format:

- Formatted for A4 paper using MS Word with a minimal use of formatting.
- Contains only plain text (no figures or tables).
- Right and left margins should be aligned and justified.
- 12 point font in Times New Roman style only, single-spaced.
- The author is solely responsible for the accuracy and completeness of the references. References should be in 12 point font and listed alphabetically (according to the last name of the author) at the end of the paper using an unnumbered style with a hanging indentation. Each reference cited in the text has to be included in the reference list and each entry included in the reference list must be cited in the text. It is important that the referenced source is spelled correctly and identically in text and in the reference list. References to personal letters, papers presented at meetings, and other unpublished material should also be included.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) 6<sup>th</sup> edition and the APA Style Guide to Electronic References. Citation of an author's work in the text should follow the author-date 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, the first citation within text lists all authors. Every subsequent citation should list the first author, followed by "et al." Additional information can be found in [Basics of APA Style Tutorial](#). Below are the examples for most commonly used references.



Examples:

### 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., & Colletette, 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., & Colletette, 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., & Colletette, 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., & Rijniere, 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.

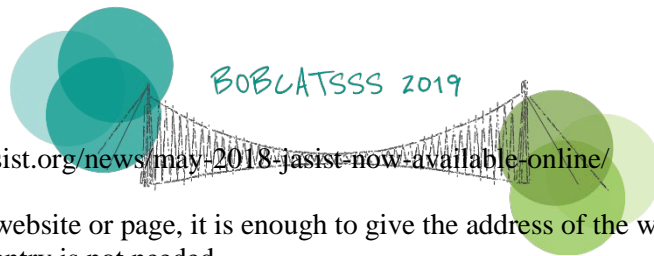
### Web site

Addo, S. (2018). May 2018 JASIST now available online. Retrieved from

Faculty of Humanities and Social Sciences 📍 L. Jägera 9, Osijek-31000, Croatia

[bobcatss219@gmail.com](mailto:bobcatss219@gmail.com) <http://bobcatss2019>

BOBCATSSS 2019



<https://www.asist.org/news/may-2018-jasist-now-available-online/>

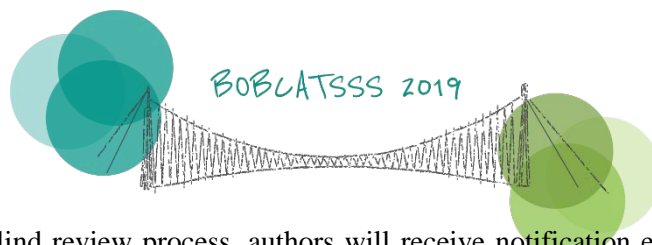
When citing an entire website or page, it is enough to give the address of the website in the text. In that case the reference list entry is not needed.

### **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).

Important: At least one author must be registered and present at the conference. Information about registration will be available at the conference website.



## PAPERS

Following a double-blind review process, authors will receive notification email which will include reviewers' comments, and possibly suggestions how to improve (and revise) the proposal. If their proposals/abstracts are accepted, authors will be asked to prepare a full text manuscript of their proposal and up to 20 minutes long talk to be given onsite. Important: Try to prepare inclusive presentation which will be accessible to all potential audience, including people with disabilities.

Full paper should be submitted as attachment via EasyChair (as .doc, .docx or .rtf) by December 1, 2018. Paper length is restricted to 8 pages (minimum 2,000 and maximum 3,500 words), including the first page and the following content:

- The background and purpose of the study.
- 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:** 15 point Times New Roman font, boldface.

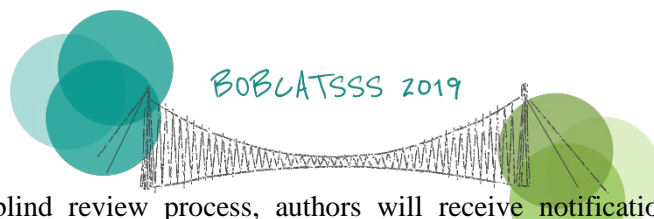
**Author(s):** Author's name, academic title (for teachers: Assistant professor, Associate professors etc.) or student status (Bachelor, Master or Doctoral student), affiliation (Department, School, University), city, country, email.

**Abstract:** An abstract of maximum 500 words should be included on the title page. Use 10 point Times New Roman font in italic face.

**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 indicated before the list of references. For example: "Acknowledgement: This template is based mainly on the template of BOBCATSSS 2018."



## WORKSHOPS

Following a double-blind review process, authors will receive 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 onsite workshops will be of max. 60 minutes in length. 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 workshop should be submitted as attachment via EasyChair (as .doc, .docx or .rtf) by December 1, 2018, and is limited to two pages, including the first page and the following content:

- The background, purpose and expected outcomes of the workshop.
- Details of the methods, procedures or instruments used.
- Discussion and conclusion
- References/Bibliography
- Appendices (if necessary).

### First page

The first page should include:

**Title:** In 15 point font and boldface.

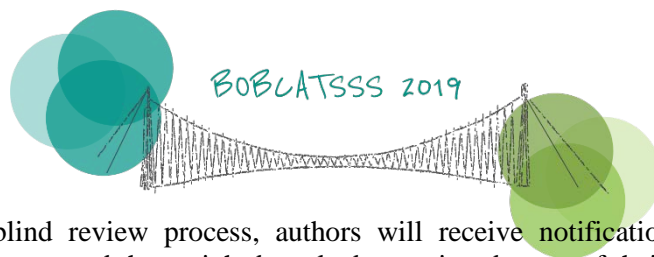
**Author(s):** Author's name, academic title (for teachers: Assistant professor, Associate professors etc.) or student status (Bachelor, Master or Doctoral Student), affiliation (Department, School, University), city, country, email.

**Abstract:** An abstract of maximum 500 words should be included on the title page describing the workshop. 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."



## POSTERS

Following a double-blind review process, authors will receive 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 1, 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.
- Discussion and conclusion
- References/Bibliography
- Appendices (if necessary).

### First page

The first page should include:

**Title:** In 15 point font and boldface.

**Author(s):** 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.

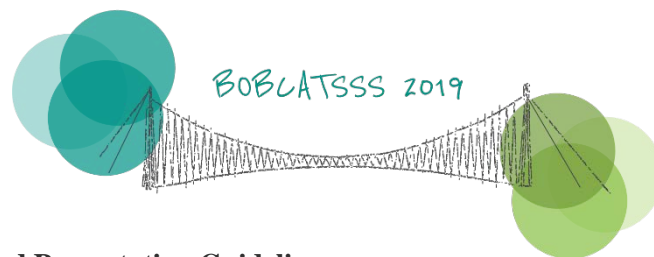
**Abstract:** An abstract of maximum 500 words should be included on the title page describing the poster. Use 10 point Times New Roman font.

**Keywords:** List 3 - 6 keywords.

Requirements for style and format:

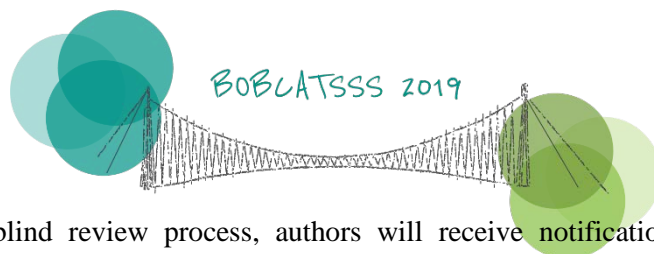
- Formatted for A4 paper using MS Word or Rich Text Format with minimal use of formatting.
- Right and left margins should be aligned and justified.
- 12 point font in Times New Roman style only, single-spaced.
- First level section headings should be in boldface and subsection headings in italics
- 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.



## PechaKucha<sup>1</sup>

Following a double-blind review process, authors will receive notification email. Even if their proposals/abstracts are accepted authors might be asked to revise abstract of their proposal, according to the reviewers' remarks and suggestions. The PechaKucha presentations will be presented in a special session. For this purpose authors must submit a final version of their presentation (e.g. MS PowerPoint) or a link for the presentation if the online tool is used (e.g. Prezi) by January 20, 2019, in which images MUST advance automatically (every 20 seconds). 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 proposal should be submitted as attachment via EasyChair (as .doc., .docx or .rtf) by December 1, 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.
- Discussion and conclusion
- References/Bibliography
- Appendices (if necessary).

### First page

The first page should include:

**Title:** In 15 point font and boldface.

**Author(s):** 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.

**Abstract:** An abstract of maximum 500 words should be included on the title page describing the proposal. Use 10 point Times New Roman font.

**Keywords:** List 3 - 6 keywords.

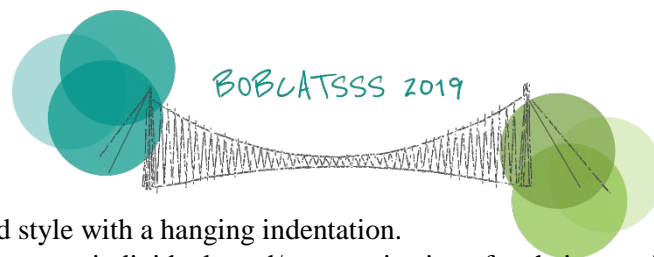
Requirements for style and format:

- 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

---

<sup>1</sup> PechaKucha is a presentation which includes 20 slides that are shown for 20 seconds each (6 minutes and 40 seconds in total). More about PechKucha format is available at <http://www.pechakucha.org/faq>.





- 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."

## DOCTORAL COLLOQUIUM

Doctoral colloquium is an event intended for doctoral students in the later stages of dissertation research which provides them with the opportunity to discuss their work with senior scholars in relatively informal setting and to receive feedback on their dissertation by a panel of international educators. This will also be an opportunity for students to interact with peers and senior scholars and start developing their professional network. All submissions must be single-authored.

Together with the proposal describing their PhD research, doctoral students should submit a nomination letter from their advisor or academic mentor. Although **proposals in this category will not be published** in the conference proceedings, all submissions will undergo a thorough review process so that a constructive feedback could be given to participants during the session.