

General guidelines and best practices for submissions to conference for MoL students

MoL-ILLC, UvA

Some MoL students plan to submit their work to workshops and conferences. Presenting your work in front of the experts of a research field can be a very rewarding experience and we are proud to see so much high quality research presented by MoL students at workshops and conferences all over the world. Here are some guidelines and best practices with the aim to help you keep the quality of your submissions high at all time:

1. Not every scholarly contribution is appropriate for presentation and publication at workshops and conferences. Please use the ILLC network of experienced researchers to gauge whether your contribution should be submitted to a workshop or conference, and if so, for which one. Definitely talk to your academic mentor and any ILLC staff members who were involved in the work (as lecturer or project/thesis supervisor) about your submission plans and follow their advice. (Note: passing a course in the Master of Logic is in itself **not** an indicator that the work that is produced is of high enough quality for submission to a conference or workshop.)
2. In order to get more input, first present your ideas at one or two of the local seminars: student seminars first (cool logic, logic tea), but also, when possible, the ILLC seminars of the relevant research groups.
3. If the local experts support the idea of presenting your work at a workshop or conference, discuss with them which one is most appropriate. There are conferences particularly catering for graduate students (e.g., the ESSLLI student session) which should be your first aim.
4. If your work was the result of a course, project, or thesis, this should be explicitly mentioned in the acknowledgements of the paper and the submission of such work should only be done with the consent of the lecturer or supervisor. Do not mention lecturers or supervisors by name in the acknowledgments without their explicit permission.
5. Usually, you have to indicate an affiliation. As MoL student, your official affiliation is “Master of Logic, Institute for Logic, Language and Computation, Universiteit van Amsterdam, Postbus 94242, 1090 GE Amsterdam, The Netherlands”. Do not use the plain affiliation “ILLC” since this suggests that you are an employee of the ILLC.
6. All submissions have to follow the ILLC rules of research integrity [see Academic Practice Code of Conduct, ILLC], in particular:

- (a) The ILLC follows an authorship policy in which everyone and only those who made a relevant scientific contribution to the content of a paper should be listed as co-authors.
 - (b) No work can ever be submitted without the consent of all co-authors involved.
 - (c) The contribution of others who assisted and directly or indirectly supported the research should be both specified and properly acknowledged.
 - (d) In case of experimental or data-intensive research: (i) an accurate logbook that details the actual data-collection should be maintained; (ii) raw data, workflows, input/output files, programmes (versions) used, as well as the final results, need to be stored in a suitable form and curated so as to make later inspection and verification possible.
7. Some conferences have proceedings publications: if you submit to such a conference and the paper is accepted, the material counts as published, and some other publication venues will not accept the material as original research anymore. Do keep this in mind.
8. Also consider that your work tends to become more mature and better over time. Usually, a presentation about your research after you finished your Master's thesis will be better than a presentation about work in progress, so it might be worthwhile letting your work mature before you present it to an international audience of researchers.