

A Step by Step Guide for Submitting a Proposal to Participate as a Book/Roundtable Panelist

To begin your submission, log into the [conference submission portal](#). If you have participated in past CES conferences, you may already have an existing account. If you do not have an account, please create one [here](#).

Submission links to each category can be found on the home page

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UNIVERSITY OF ICELAND WORLD SOCIETY FOUNDATION 27TH INTERNATIONAL CONFERENCE OF EUROPEANISTS 50TH ANNIVERSARY COUNCIL for EUROPEAN STUDIES

EUROPE'S PAST, PRESENT, AND FUTURE: UTOPIAS AND DYSTOPIAS

UNIVERSITY OF ICELAND | REYKJAVIK, ICELAND JUNE 24-26, 2021

CALL FOR PROPOSALS: SEPTEMBER 15-OCTOBER 25

Europe's Past, Present, and Future: Utopias and Dystopias

[University of Iceland](#) | Reykjavik, Iceland

24-26 June 2021

[Click here](#) for more information about the Call for Proposals

CES invites proposals for panels, roundtables, book discussions, and individual papers on the study of Europe, including its various expansions and contractions over CES' fifty-year history. We encourage proposals in the widest range of disciplines, and particularly welcome panels that combine disciplines, nationalities, genders, scholarly career stages, and other pertinent identities. On the occasion of its 50th anniversary, CES is especially open to engaging participants from traditionally underrepresented or underserved communities.

All proposals may be submitted from **September 15-October 25, 2020**. Applicants whose proposals were accepted for

Please note that you can only submit two single paper proposals and one roundtable/ book panelist proposal. You will not be able to start a new submission after reaching the limit. Acting as a chair or a discussant does not count towards this limit.

- If you need to interrupt your work at any stage and return later, please click **“Save” at the bottom of the latest section you have completed** and log out. You can find your complete or incomplete proposals under “my proposals” tab on a left bar:

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In Progress
Submissions that you have started but not yet finished / submitted.

Complete
Submissions that have been received for review.

If you would like to navigate between the sections, use the buttons on the bottom of the page or click on the highlighted section names at the top of the page.

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2021 International Conference of Europeanists

[Welcome](#) [Submission Information](#) [Panelist Information](#) [Research Networks](#) [Requests](#)

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Please enter the panelist's information below.

First Name *

Middle Name

Last Name *

Rank *


Select ▼

Email Address *

Institutional Affiliation *

Country *

Select ▼



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Please follow these steps to participate as a Book/Roundtable Panelist:

Step 1: Welcome Page

Select the appropriate submission category (Single Paper or Book/Roundtable Panelist) on the welcome page

The screenshot shows the submission portal for the 2021 International Conference of Europeanists. The header features the Council for European Studies logo and navigation links for Home and My Account. A sidebar on the left lists user options like Home, Change Program, My Proposals, and Log Out. The main content area displays the conference title, dates (June 24-26, 2021), and location (University of Iceland). It includes submission instructions and a dropdown menu for Submission Type, which is currently set to Single Paper. A red arrow points to this dropdown menu. At the bottom right, there are buttons for Save and Save and Next.

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2021 International Conference of Europeanists

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Welcome → Submission Information → Abstract → Disciplinary and Substantive Tags → Research Networks → People → Requests

Submission Instructions

Europe's Past, Present, and Future:
Utopias and Dystopias
University of Iceland | Reykjavik, Iceland
June 24-26, 2021

Welcome to the submission portal for the 27th International Conference of Europeanists.

Please follow this track if you are submitting an individual paper, a paper for organized panel or if you are an invited panelist on a Book Panel or Roundtable.

Please follow these steps to submit a single paper

Please follow these steps to submit a roundtable/book panelist proposal

To begin, please select your submission type in the dropdown box below.

Single Paper: Select this option if you are submitting a paper individually or as part of a panel.

Book Panelist: Select this option if you have been invited to serve as a panelist on either a Book Panel or Roundtable.

If you need help during the process, please contact events@ces-europe.org

Submission Type *

Single Paper

Save Save and Next

Click "Save and Next"

Step 2: Submission Information

Please provide information about your submission. **Please use the Book Panel/Roundtable title communicated by book pane/roundtable chair or a panel organizer as a title for your individual submission.**

If you are submitting into this category, you should already be invited to a book panel/roundtable. **Please indicate the chair/panel organizer's email so that the chair also receives a confirmation that your proposal has been submitted to her/his session.**

CES is committed to maximizing participation and inclusiveness. We have **added an online-only participation option to the standard in-person option for individual paper presentations that are not part of organized panel proposals.** If you are applying individually, you can select either online-only participation or standard in-person participation. Please let us know your preference, so that CES Program Committee can assign your submission to the relevant panel. All online paper presentations will have a discussant.

If you are **part of an organized paper panel**, a roundtable, or book discussion, please **plan for in-person participation.**

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Welcome → Submission Information → Panelist Information → Research Networks → Requests

Please enter Panelist's full name in the "Submission Title" box. This will be displayed in the web agenda.

Submission Title *

Word count: 0 / 15

Submitter Sex *

Select

Preferred mode of participation

We have added an online-only participation option to the standard in-person option for individual paper presentations that are not part of organized panel proposals. All online paper presentations will have a discussant.

If you are part of an organized paper panel, a roundtable, or book discussion, please plan for in-person participation.

☐ Online-only participation

☐ In-person participation

Has this submission been accepted for the (canceled) 2020 CES conference? *

☐ Yes

☐ No

Panel Organizer's Email *

Please enter the email of the panel's organizer, they will receive a copy of your confirmation email.

Click "Save and Next"

Step 3: Panelist Information

Please provide complete information about yourself

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Welcome → Submission Information → Panelist Information → Research Networks → Requests

Please enter the panelist's information below.

First Name *

Middle Name

Last Name *

Rank *

Select ▼

Email Address *

Institutional Affiliation *

Country *

Select ▼

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Click “Save and Next”

Step 4: Research Networks

If you are a member in good standing of a CES Research Network and are submitting your proposal as part of the Network, select the appropriate Network from the list provided.

You may only choose ONE network. If you are a member of several CES Research Networks, please select the one that is most relevant to the content of this particular submission.

If you are **not affiliated with any of the CES research networks**, please select “none of the above” at the bottom of the list.

Please visit our website for more information about our extensive [Research Networks](#).

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Welcome → Submission Information → Panelist Information → **Research Networks** → Requests

Research and Sponsoring Networks *

Please indicate if you have active membership status with one of the CES research networks. This information will help us to guarantee the correct classification of your submission during the review process.

You may only choose ONE network. If you are a member of several CES research networks, please select the one that is most relevant to the content of this particular submission.

If you are **not affiliated with any of the CES Research Networks**, please select “none of the above” at the bottom of the list.

Please visit our website for more information about our extensive [research networks](#).

☐ Alliance

☐ Business in Politics and Society

☐ Critical European Studies

☐ European Culture

☐ European Integration and the Global Political Economy – New Directions

☐ Gender and Sexuality

☐ Health & Wellbeing

☐ Historical Study of States and Regimes

☐ Immigration

☐ Law

☐ Political Economy and Welfare

☐ Social Movements

☐ Territorial Politics and Federalism

☐ Transnational Memory and Identity in Europe

☐ Race and Racism in Europe

☐ Radicalism and Violence

☐ Political Parties, Party Systems and Elections

☐ None of the above

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Click “Save and Next”

Step 5: Requests

If you have any scheduling or other special requests, please enter them in the boxes provided. Scheduling requests include any times you are not available or preferred times to present. Due to the large number of participants in the CES conference, we do our best to accommodate all requests received, but cannot guarantee that all will be granted.

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Scheduling Requests

Please enter any scheduling requests below. CES staff will do its best to consider your request, however, we cannot always guarantee that it will be accommodated.

All scheduling requests must be received by midnight on **February 7th, 2021**. Requests received after the deadline will not be processed.

Special Requests

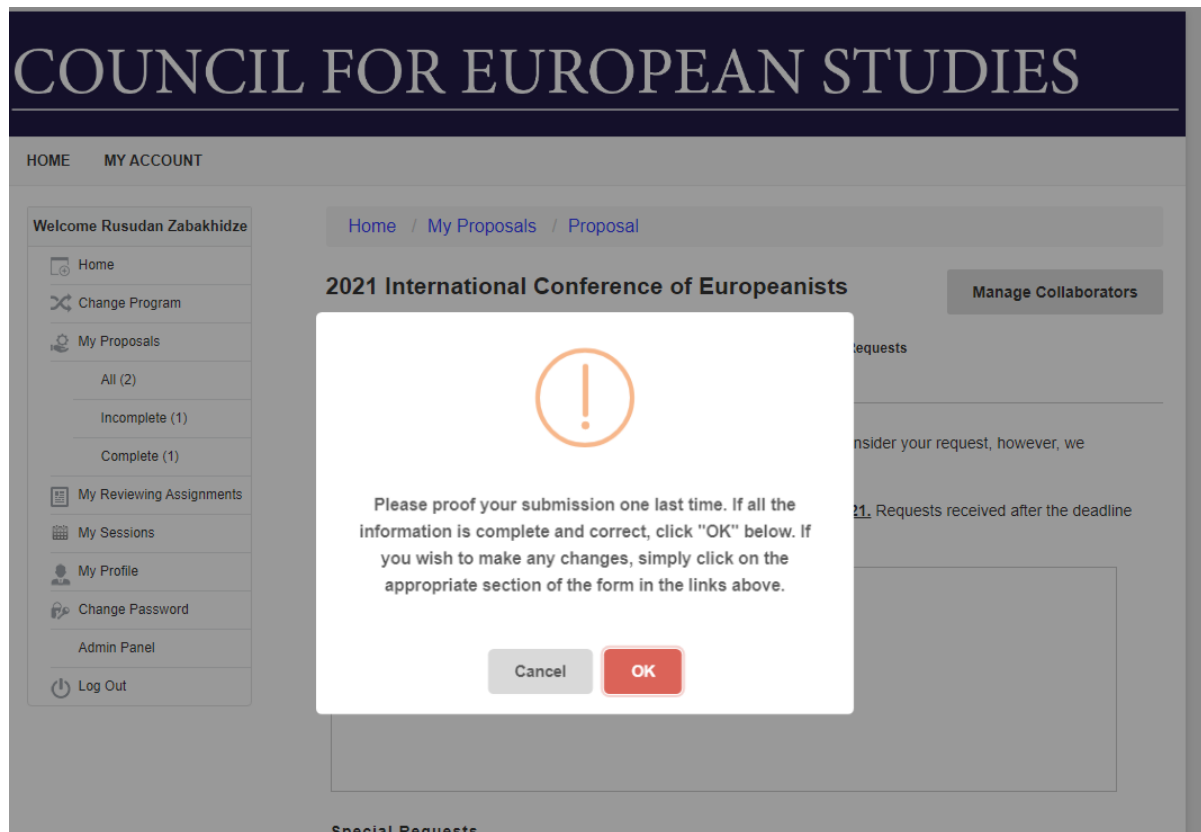
Use this field to note any special accessibility needs.

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Save and Finalize

When you have finished entering the required information in all sections, please click “Save and Finalize.” You will see a message on your screen asking you to review your submission one last time. Please click “Ok” if the submission is complete. Click “Cancel” if you would like to make changes to the proposal. Please be aware that you will not be able to make changes after submitting a proposal.



After submitting a proposal, a confirmation message will appear on your screen. A similar confirmation notification will be automatically sent to your contact email address. Please note the proposal number indicated in confirmation and **please refer to this number when corresponding with panel organizers/chairs.**

You can view submitted proposals in “My Proposals” tab on the left.

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#	Title	Program	Action
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If you require assistance during the submission process, please contact events@ces-europe.org