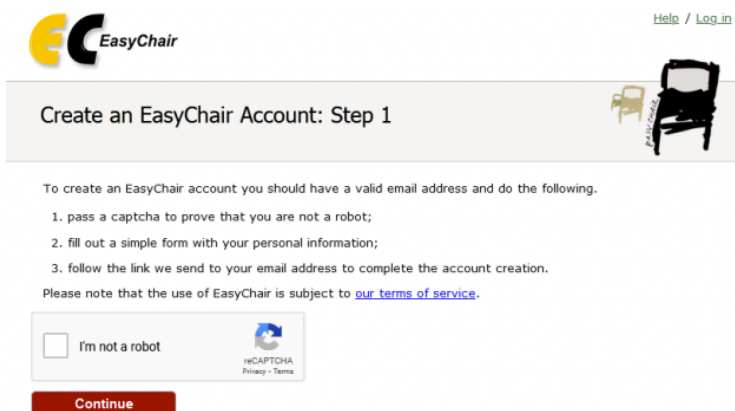


Instructions for submissions through EasyChair

Submissions and reviews for the ISKO UK 2023 conference will be managed through EasyChair.

1. SET UP AN EASYCHAIR ACCOUNT

To be able to submit your proposal you will need an EasyChair account. You may use your existing account. If you do not already have an EasyChair account go to <https://easychair.org/account/signup> and follow the instructions as shown in the screenshots below.



The screenshot shows the EasyChair website header with the logo and 'Help / Log in' link. Below the header is a navigation bar with 'Create an EasyChair Account: Step 1' and an illustration of a chair. The main content area contains instructions for creating an account, a list of three steps, and a note about terms of service. At the bottom, there is a reCAPTCHA widget with an 'I'm not a robot' checkbox and a 'Continue' button.

Help / Log in

Create an EasyChair Account: Step 1

To create an EasyChair account you should have a valid email address and do the following.

1. pass a captcha to prove that you are not a robot;
2. fill out a simple form with your personal information;
3. follow the link we send to your email address to complete the account creation.

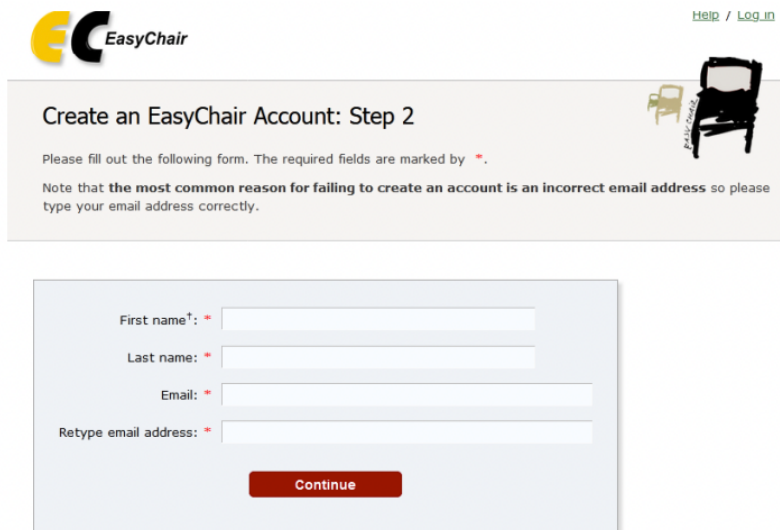
Please note that the use of EasyChair is subject to [our terms of service](#).

I'm not a robot

reCAPTCHA
Privacy - Terms

Continue

Fill in the form and follow the link in the Confirmation Email to complete the registration process



The screenshot shows the EasyChair website header with the logo and 'Help / Log in' link. Below the header is a navigation bar with 'Create an EasyChair Account: Step 2' and an illustration of a chair. The main content area contains instructions for filling out a form, with a note about the most common reason for failing to create an account. Below the text is a form with four input fields: 'First name*', 'Last name*', 'Email:', and 'Retype email address:'. A 'Continue' button is located at the bottom of the form.

Help / Log in

Create an EasyChair Account: Step 2

Please fill out the following form. The required fields are marked by *.

Note that **the most common reason for failing to create an account is an incorrect email address** so please type your email address correctly.

First name*:

Last name*:

Email:

Retype email address:

Continue

* Note: leave first name blank if you do not have one. If you are not sure how to divide your name into the first and last name, [read the Help article about names](#).

To use EasyChair, you must agree to its Terms of Service ([view terms](#)), ([download terms](#)).

I agree to EasyChair Terms of Service

Enter your personal data.

First name*:

Last name*:

Organization*:

Country/region*:

The Web page is used to provide a link to it on some EasyChair pages, for example when you are mentioned as an author in a published conference program. It is optional. Please do not use the Web page of your organization here: if you fill this out, it should only be your personal Web page.

Your personal Web page

Enter your account information. Note that user names are case-insensitive

User name*:

Password*:

Retype the password*:

Once you have created your account you can login to EasyChair



Account Created

Your EasyChair account has been created!

If you want to submit to a conference or a journal hosted by EasyChair, you should find the conference or journal Web page and follow the link to its EasyChair submission page.

For anything else, including publishing a preprint, [click here to log in to EasyChair](#).

1. SUBMIT YOUR PROPOSAL

Step 1: Prepare your proposal in advance following the text of the CFP and have the following ready to enter online:

- a) authors names, affiliations, country and emails
- b) Title - at the end of the title indicate the type in square parentheses: [paper] or [poster]
- c) prepare a short abstract, 2-3 sentences, indicating elements that are not obvious from the title
- d) keywords (at least 3)
- e) decide under which topic(s) you will submit your proposal
- f) prepare the text of your proposal as a separate pdf attachment: on the top of the page indicate again Paper or Poster. Start with the title followed by the text and references. Do not include author names. Save this as a pdf and have it ready to upload.

Step 2: Click on the link provided on the CFP webpage (<https://easychair.org/conferences/?conf=iskouk2023>), login to EasyChair and follow the "make a new submission" link show on the page:

ISKO UK 2023 (ISKO UK 2023 - Knowledge Organization and Information Discovery: Improving user experience, quality and trust)

You are logged in to ISKO UK 2023 (ISKO UK 2023 - Knowledge Organization and Information Discovery: Improving user experience, quality and trust).

Use the links below to access ISKO UK 2023.

Author

- [make a new submission](#)

Follow the on-screen instructions and fill in provided author form(s)

Author 1 ([click here to add yourself](#))

First name[†]: *

Last name: *

Email: *

Country/region: *

Organization: *

Web page:

corresponding author

Enter your submission title, short abstract (3 sentences) and fill in your keywords

Title and Abstract

The title and the abstract should be entered as plain text, they should not contain HTML elements.

Title: *

Abstract: *

Keywords

Type a list of keywords (also known as key phrases or key terms), **one per line** to characterize your submission. You should specify at least three keywords.

Keywords: *

Select topic(s) under which your proposal belongs:

Topics

Please select topics relevant to your submission from the following list. Topics are typically used for assigning submissions to reviewers and for conference analytics. You must select between 1 and 3 topics.

| | |
|--|---|
| <input type="checkbox"/> 1. VISUALIZATION: The visualization of KOS; KOS and exploratory browsing; cognitive aspects of visualization; visualization in relation to information seeking behaviour; visualization in improving discovery; | <input type="checkbox"/> 2. SEMANTICS: KO and semantic enrichment; KO and language; KO and multilingualism; KO and context / contextualization; |
| <input type="checkbox"/> 3. QUALITY AND TRUST: KO's role in improving information quality and trust; data quality and trust; information quality frameworks; quality assessment and enhancement; | <input type="checkbox"/> 4. ARTIFICIAL INTELLIGENCE: KO and AI-based solutions in the context of information quality and trust; KO-supported machine learning; smart data; AI vs human logic; |
| <input type="checkbox"/> 5. BIG DATA: KO application in managing and supporting information discovery in large datasets / big data; the role of KO in data mining and text mining; | <input type="checkbox"/> 6. INFORMATION SEEKING BEHAVIOUR: KO influence on task-oriented user behaviour; KO and the exploratory paradigm; KO and human interaction with information. |
| <input type="checkbox"/> 7. OVERALL CONFERENCE THEME: KO and Information Discovery: improving user experience, quality and trust | |

Upload the text of your extended abstract and submit

Files

Paper. Upload your paper. The paper must be in PDF format (file extension .pdf)

No file chosen

Ready?

If you filled out the form, press the 'Submit' button below. **Do not press the button twice: uploading may take time!**

3. Updating information

After completing a submission, a new menu bar ("Submission #" or "My Submissions" in the case of multiple submissions) is created. Click on "Submission #" for changing any information about the submission.

ISKO UK 2023 Submission 2
[Update informat](#)
[Update authors](#)
[Add file](#)

The submission has been saved!

| Submission 2 | |
|-----------------|--|
| Title | Short title sample [paper] |
| Author keywords | keyword1 keyword2 keyword3 |
| Topics | 1. VISUALIZATION: The visualization of KOS; KOS and exploratory browsing; cognitive aspects of visualization; visualization in relation to information seeking behaviour; visualization in improving discovery;., 4. ARTIFICIAL INTELLIGENCE: KO and AI-based solutions in the context of information quality and trust; KO-supported machine learning; smart data; AI vs human logic; |
| Abstract | Abstract sample, explaining briefly what the proposal is about |
| Submitted | Oct 14, 16:36 GMT |
| Last update | Jan 01, 00:00 GMT |

| Authors | | | | | | |
|------------|-----------|-------|---------|-------------|----------|----------------|
| first name | last name | email | country | affiliation | Web page | corresponding? |
| | | | | | | |

Use the links at the top-right corner (update information, update authors, withdraw) if you want to update any information about the submission and authors or withdraw the submission.

- Select "Update information" from the right-hand menu of the Submission screen to change any of title, abstract and keywords of your submission.
- Updating author information for your submission: select "Up-date authors" to modify any information about the author(s) and click "save". In the case of multiple authors, you can add ("Add new author") or

remove authors (Click on “X”); then update the order of the authors by selecting the “Reorder authors” button.

- Uploading files: the “Add file” link may be used to upload files.
- Withdrawing the submission: select “Withdraw” to withdraw the submission.

4. Review and submission of full papers

Following the review process, in March 2023 you will be informed about the status of your submission. If your contribution is accepted, you will also receive the instructions for the full paper submission and process of the paper review.