

## PART 2 – Section B – Conferences



- The purpose of the conference must be to disseminate original research, new developments within specific disciplines
- The peer-review process associated with the paper acceptance should be clearly outlined
- The call for papers should indicate the submission and acceptance deadlines
- The conference proceedings must have an editorial board
- Check if the conference has a scientific committee
- Evaluate conference programme



## PART 2 – Section B – Conferences types



- Conference – Associated with the most traditional type of presentations, followed by questions.
- Symposium – Slightly informal as compared to a conference
- Seminar – Debate of a special topics, e.g. climate change
- Colloquium – In between a conference and a seminar
- Workshop – Small group of specialists in discussion
- Roundtable – Keynote speakers usually lead conversations of a roundtable



## PART 2 – Section B - Fake conferences



- Promoted by organisers who fraudulently try to obtain conference registration fees without an actual conference taking place
- Can be spotted by using two checkpoints
  - Check if the venue does exist / or check if the venue / centre / hotel is aware of the conference
  - Check if the 'call for paper' indicates a submission and acceptance deadline
- The conference has an overly ambitious title
- Technical programme is very broad
- The language on the conference website
- Claiming big organisations to be sponsors
- Contact information not clear or hidden
- Another conference with a similar name already exists



## PART 2 – Section B - Commercial conferences



- Are promoted by organisers whose only mission is to make a profit
- The organiser will often charge you to publish the conference paper
- Beware of a registration fee that includes travel packages and hotel
- For example:
  - Business conferences
  - Industry conferences
  - Trade shows

