

1- USEFUL GENERAL INFORMATION

Please notice that registering and paying the fees is compulsory for all those interested in attending WOCMES Seville 2018 whether as participants or members of the public.

- The deadline for all proposals will be December 9th 2017.
- All sessions will be conducted in English and/or French.
- Once the registration process has been completed, applicants will receive a confirmation email from the WOCMES Seville 2018 Secretariat. If you are attending WOCMES Seville 2018 as a member of the public -without presenting a proposal- your registration process would be completed at this stage.
- Please notice that you can only present two proposals and that only one individual paper is allowed per participant. For example, a participant can be the leader of a panel and submit an individual paper for that panel or a different one.
- Notwithstanding the above restriction, participants are encouraged to act as chairs and/or discussants in the activities they register to attend or in any other of their interest.
- Once the specific proposal has been reviewed and validated, applicants will receive a final confirmation email by the WOCMES Seville 2018 Secretariat. This means the proposal will become part of the final WOCMES Seville 2018 programme. Successful applicants will be informed about the specific location, date and time of their session in due course.
- Cancellation policy. Refund of registration fees, minus 30,00€ of administration costs, will be granted to delegates unable to attend if a provided written notice is received by the WOCMES Seville 2018 registration Secretariat at wocmes@tresculturas.org by February 1st 2018. No refund of registration fees will be possible if cancellations are received after the appropriate deadline. Only those whose proposals are rejected are entitled to a full refund of the registration fee. Substitutions (i.e. by a colleague), however, can be made within the same category of registration fees (regular or student). Written notifications about substitutions must be sent to the WOCMES Seville 2018 Secretariat at wocmes@tresculturas.org, no later than May 1st 2018. Notice that the person who replaces the original participant will have to update the existing profile with his/her personal data.

- For questions related to the registration process, do not hesitate to contact the WOCMES Seville 2018 Secretariat at:
wocmes@tresculturas.org.
- Registration fees include:
 - Conference materials.
 - Access to the Opening Ceremony, to all public sessions and to all the activities in the cultural programme (film festival, exhibitions, concerts and book fair).

Travel, airport or local transfers from and to the Congress venues, meals, accommodation, tours and personal insurance are not included in the registration fees.

2- REGISTRATION PROCESS

- When entering the WOCMES Seville 2018 registration website for the first time, please click on the button 'It's my first time here and I don't have access data'.
- Once you have accessed the registration site, you must provide the requested data in the access data form.
- A personal ID will then be sent to the email provided in your access data form. This will give you access to your personal WOCMES profile. The same ID will be required at the registration desk once in Seville in order to receive your WOCMES Seville 2018 welcome pack.
- Your registration data can be transferred automatically into your personal information form by pressing the 'copy from user data' button.
- When paying by wire transfer, please bear in mind that you will not be able to continue with the registration process until payment has been received.
- Please, remember that it is compulsory to pay the fees before proceeding with the upload of proposals.
- Please, notice that access to the WOCMES Seville 2018 facilities will only be permitted to registered participants.

The WOCMES Seville 2018 website is <http://wocmes2018seville.org/>. Those wishing to attend or participate in any of the activities associated with the Congress – panels, roundtables, exhibitions, etc., – are now able to register through the 'Registration' section available at the website.



Organises:



FUNDACIÓN TRES CULTURAS

Pabellón Hassan II - C/ Max Planck, nº 2 - 41092 Isla de la Cartuja - Sevilla
Telf.: +34 954 08 80 30 Fax: +34 954 08 15 06 . wocmes@tresculturas.org
www.tresculturas.org

The fees are as follows:

	<u>Until December 9th 2017</u>	<u>From December 10th 2017 to March 31st 2018 *(Subject to a deadline extension)</u>	<u>From April 1st to May 1st 2018. *(Subject to a deadline extension)</u>
Regular	100€	120€	140€
Student	70€	85€	95€

The WOCMES Seville 2018 Secretariat is committed to keeping down costs for participants in the Congress. Negotiations are presently in progress with a number of international carriers to ensure preferential airfares for registered participants and their companions. Special room rates are also being negotiated with a range of Seville hotels. Information will also be available for those wishing to register for exhibitions or the international book fair.

3. TYPES OF PROPOSALS:

Participants can submit proposals according to the following formats:

- a. Panels.
- b. Individual Papers (for later placement on a panel).
- c. Roundtables.
- d. Posters.
- e. Cultural Activity.
- f. Film proposal.
- g. Symposium.
- h. Meetings in conjunction with WOCMES.

Proposals must be submitted by clicking on the 'My proposals' button at the top of the 'Personal area' and selecting the desired option from the 'My proposal' menu.

Wocmes Seville 2018 Home Registrations My proposals Symposiums Meetings in conjunction Logout JAIME POCH

Personal area

Welcome to your personal area. From here you can manage your participation in the event.

Registration

You are not registered. Press the button below to register:

[New registration](#)

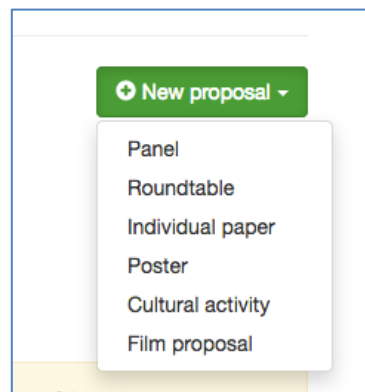
Proposal

No proposal has been sent. Press the button below to send a proposal:

[New proposal](#)

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By clicking the “new proposal” button you will access a scroll-down menu with all the available options:



[New proposal](#)

- Panel
- Roundtable
- Individual paper
- Poster
- Cultural activity
- Film proposal

Once in your personal area, you will be able to see your submitted proposal/s and its/their status.

Wocmes Seville 2018 Home Registrations My proposals Symposiums Meetings in conjunction Logout

My proposals

Final date for sending proposals: 09/12/2017
Final date for evaluations: 01/05/2018
Proposals sent: 8 / 15

[New proposal](#)

Results Total: 8 25 Records / Page Page 1 of 1

ID	IDCOM	DATE IT	TITLE	TYPE	THEME	DISCIPLINE	STATE	[OPTIONS]
76		19/05/2017 23:15:11		PANEL	AL-ANDALUS	ANTHROPOLOGY	PENDING	Q
63		19/05/2017 11:38:18		INDIVIDUAL PAPER	AL-ANDALUS	ANTHROPOLOGY	VALIDATED	Q
44		15/05/2017 18:22:59		PANEL	NORMATIVE PHENOMENA AND LAW	GEOGRAPHY	VALIDATED	Q
43		15/05/2017 13:07:25		FILM PROPOSAL	- DOES NOT APPLY -	- DOES NOT APPLY -	VALIDATED	Q
37		15/05/2017 12:40:40		CULTURAL ACTIVITY	- DOES NOT APPLY -	- DOES NOT APPLY -	VALIDATED	Q
36		15/05/2017 12:28:05		POSTER	AL-ANDALUS	ANTHROPOLOGY	VALIDATED	Q
34		15/05/2017 12:08:30		PANEL	AL-ANDALUS	ANTHROPOLOGY	VALIDATED	Q
33		15/05/2017 12:04:37		INDIVIDUAL PAPER	AL-ANDALUS	ANTHROPOLOGY	VALIDATED	Q

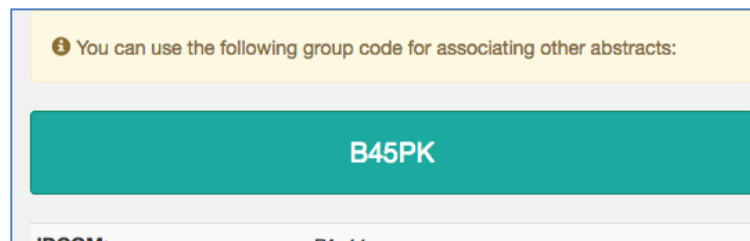
Wocmes Seville 2018 Powered by: Pulpo 4.1.14.0

For 'Symposium' and 'Meetings in conjunction with WOCMES' proposals please follow the special instructions specified in sections 'g' and 'h'.

- a. **PANELS** on a common theme or issue should have 4 paper presenters and a maximum of 6, a chair and a discussant (not mandatory). The duration of a panel will be 2 hours maximum.

Each panel will have a leader in charge of registering the panel. Leaders are responsible for choosing a chair and –if suitable- a discussant for their panel. The panel leader must register the panel proposal before the rest of the panellists can register as part of the panel.

Once the panel has been registered, the panel leader will receive a code which he/she will facilitate to the rest of the panellists. Each panellist will be responsible for uploading his/her own individual paper and must also insert the panel code provided by the leader, making sure that the theme chosen for his/her individual paper matches the theme of the panel. Please note that if the panel leader wishes to present an individual paper, he/she must upload his/her own paper.



A chair must be identified at the time a proposal is submitted.

All panel proposals will be reviewed and validated by WOCMES Seville 2018 Executive Scientific Committee (ESC) and all panellists will receive notification by email once their proposal has been validated.

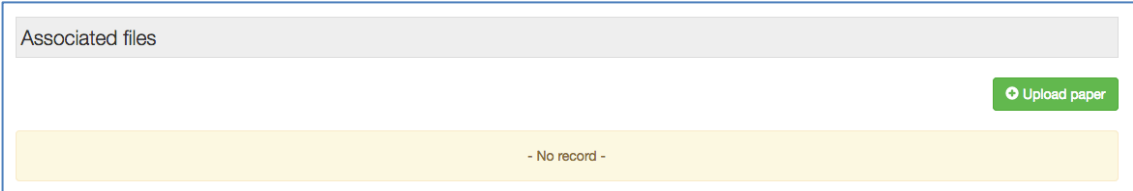
A panel will be considered 'closed' when it contains a minimum of 4 paper presenters, a chair and a discussant (not mandatory). The WOCMES organisers strongly encourage this modality of panel presentation.

A panel will be considered 'open' when it does not contain the compulsory 4 paper presenters. This option is available to those wishing to organise a panel but not having the compulsory 4 paper presenters or wishing to invite other potential paper presenters.

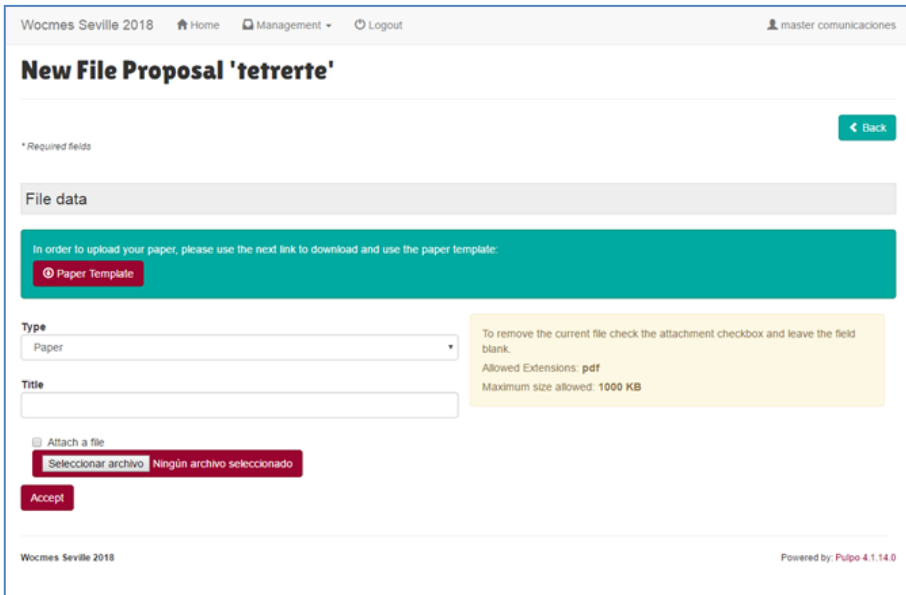
The WOCMES Seville 2018 ESC will be responsible for closing the 'open' panels and assigning it a chair.

- b. INDIVIDUAL PAPERS** which are not part of a closed or an open panel will be evaluated and validated independently by the ESC, which will assign them to a specific panel according to the theme and discipline chosen by the presenter.

Papers can be uploaded by clicking the 'upload paper' button.



After that, a new screen will appear in which you will be able to download a template by clicking in the 'paper template' button where you will be allowed to write your abstract in 300-400 words. Please, bear in mind that for evaluation purposes we only need an abstract and not the full paper.



- c. **ROUNDTABLES** promote informed discussion and debate concerning the current state of scholarship in particular fields, work currently in progress or the particular problems involved in the employment of new approaches, new models, etc. The roundtable format lends itself to open discussion in an atmosphere where participants provide their points of view and engage the audience in active discussion. Participants do not prepare papers and do not lecture to the audience. Rooms are set in a manner to facilitate discussion and to allow for group interaction.

Each roundtable must have a person who serves as the organizer. The organizer will introduce the name, thesis and email of every member of the roundtable. Please notice that all roundtable participants must be registered before proceeding to this step. Roundtable organizers are responsible for choosing a chair and –if suitable- a discussant. A chair must be identified at the time a proposal is submitted.

All roundtable proposals will be reviewed and validated by the WOCMES Seville 2018 ESC and all members of the roundtable will receive notification once their proposal has been validated.

- d. **POSTERS** are a visual presentation used to communicate ideas and messages. Poster presenters will be given time slots to explain their work and answer questions on the site of their poster. Information about the specific location of the poster will be provided in due time.

All posters will be reviewed and validated by the WOCMES Seville 2018 ESC and all poster presenters will receive notification once their proposal has been validated.

- e. **CULTURAL ACTIVITY** entails any proposal outside the strict academic field and could take the form of an exhibition, a performance, a concert or any other artistic expression.

All cultural activities will be reviewed and validated by WOCMES Seville 2018 organising team. Cultural activities presenters will receive mail notification once their proposal has been validated.

- f. **FILM PROPOSAL** entails the projection of any audiovisual output in the form of a feature film, documentary, short-film or animation film. Film proposals will be reviewed and validated by the WOCMES Seville 2018 organising team.
- g. **SYMPOSIUM** consists of a series of panels grouped together thematically. Specific symposia can be suggested either by an outside institution or person or by the WOCMES Seville 2018 organizers.

Please notice that those wishing to register a symposium must do so through the designated button at the top of the registration area.

When registering a symposium proposal, the organizer should follow the closed panel instructions and select the symposium option available.

- h. **MEETINGS IN CONJUNCTION WITH WOCMES**. Institutions or associations wishing to schedule an event to be held during WOCMES Seville 2018 (annual meeting, board meeting, reception, etc.) are invited to register their request through the designated button at the top of the registration area.

Each Meeting in conjunction must have a person who serves as the organizer. The organizer will introduce the name of every participant in the meeting. Please notice that all participants in a meeting in conjunction must have registered and paid their fees in order to be able to attend.

Meetings in conjunction proposals will be reviewed and validated by the WOCMES Seville 2018 organising team.

IV. THEME

Al-Andalus
Ancient Middle East
Christian Studies
Conflict Analysis and Resolution
Contemporary Middle East
Cultural Studies
Economics
Gender Studies
International Relations and
International Law
Islamic Studies
Jewish Studies
Linguistic and Literature
Media Studies
Medieval Studies
Mediterranean Studies
Migration Studies
Nationality / Identities and
Ethnicity
Normative Phenomena and Law
North Africa
Politics
Sepharad and Sephardic Diaspora
Scientific Culture
Translation studies
Urban and Regional Studies
Water, Agriculture and the
Environment

MAJOR DISCIPLINES

Anthropology
Arabic and Islamic Studies
Archaeology
Architecture
Art
Communication / Information
Demography
Economics
Economic and Social Development
Education
Egyptology
Environmental Studies
Ethnology
Gender Studies
Geography
Hebrew and Jewish Studies
History
International Relations
Languages and Literature
Law
Library Studies
Linguistics
Museum Sciences
Musicology
Philology
Philosophy
Political Sciences
Sociology
Theology
Urban Planning