



## NORMS FOR PRESENTATIONS (PAPERS AND POSTERS)

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### What is the UNIV Forum?

The UNIV Forum is a forum on the principal questions affecting the human person and contemporary society: it is a place for communication and academic debate. Created in 1968, the Forum is currently enjoying its fifth decade of service to university students. The goal of the UNIV Forum is to help students perceive their studies not only as a time of intellectual learning but also as a means of personal dedication to the bettering of society. Participants of the forum, under the direction of a professor, may submit a presentation on the proposed theme for that year. Presentations may be written or presented as a poster. Written presentations are delivered orally at the UNIV Forum (Maximum 10-12 minutes).

### What are the requirements for a presentation?

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#### Written Papers should:

- (1) Be 6 to 12 pages in length (between 2500 and 7000 words),
- (2) Be sent to [comiteuniv@unav.es](mailto:comiteuniv@unav.es) along with a completed registration form. The deadline is 15 days before the Forum takes place,
- (3) **Language:** Presentations may be *written* in English, Spanish, Italian, French, German or Portuguese. The *oral* presentation (and the PowerPoint) should be **in English**. (While there might be some rooms available for oral presentations in Spanish, we strongly recommend the use of English so that presentations may be attended by students from a greater variety of countries).

#### Posters should:

- (1) Have a *minimum* size of A2,
- (2) Come with a written explanation of their content (1 page maximum), which the UNIV Committee will photocopy and place alongside the poster for public viewing,
- (3) Be sent as a PDF file to [comiteuniv@unav.es](mailto:comiteuniv@unav.es) along with the registration form correctly filled out. The deadline is 15 days before the Forum takes place.

### Awards and publication of presentations

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All presentations will be evaluated by the UNIV Forum Scientific Committee. A variety of awards will be granted to the best presentations and some will also be published on the web in *UNIV Forum Presentations*, a PDF book. *UNIV Forum Presentations* will have a permanent link, for convenient reference in your cv.

The Committee principally evaluates the projects as attempts by undergraduate students to confront the dilemmas and problems in the world in which they live, but it will also judge them according to the standards and methods of academic research.

Some especially valued points are:

1. **Formal Aspects:** style and correctness, method, presentation quality, etc.
2. **Content:** strength of argument, relevance and value, originality of topic, etc.
3. **Proposed solutions:** coherence between the conclusions reached, the objectives proposed, and the method used; a positive tone; practical proposals for solving the problem or problems discussed, etc.

Every participant will receive a certificate testifying to their attendance and specific contribution to the Forum.

### More information:

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## Papers guidelines

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1. Please submit your paper both as a ".pdf" file **and** as a ".docx", ".doc" or ".rtf" file
2. Length: 2.500-7.000 words (6-12 pages)
3. Sections:
  - a) **Cover**: title; author's name and university; supervisors' name and university
  - b) **Abstract / Resumen** (5-10 lines): in English and in the language of your paper
  - c) **Introduction**: presentation of the argument of the paper, objectives and methodology (as in the registration form)
  - d) **Body of the paper**
  - e) **Conclusion**
  - f) **Bibliography**
4. Format:
  - a) Text: font "Arial" or "Times New Roman" 12. Notes: font "Arial" or "Times New Roman" 10
  - b) Line spacing: 1 (single-spaced)
  - c) Include page number on the right side, bottom
  - d) Do not include any page heading or logo
5. References and quotations
  - a) Insert a footnote after a quotation or reference:
    - **Book**: Llano, Alejandro, *Repensar la Universidad. La universidad ante lo nuevo*, Eiusa, Barcelona, 2003.
    - **Book chapter**: Villey, Michel, "Pour un authentique droit naturel", en Villey, Michel, *La formation de la pensée juridique moderne*, PUF, Paris, 2006, pp. 372-374.
    - **Articles**: Stocken, Frederick, "Music as a Christian Art", in *Second Spring*, 5 (2004), pp. 55-59.
    - **Articles on the internet**: Xiabo, Lui, "The Human Desire for Freedom", en URL = <[http://www.univforum.org/pdf/475\\_The\\_Human\\_Desire\\_for\\_Freedom.pdf](http://www.univforum.org/pdf/475_The_Human_Desire_for_Freedom.pdf)>, retrieved on 12.14.2010.
    - **Blogs**: Mead, Walter Russell, "Back To School", in Mead's Blog - *The American Interest*, published on August 31, 2010, URL = <<http://blogs.the-american-interest.com>>
    - **Webs**: "UNIV Forum", URL = <<http://www.univforum.org/>>, retrieved on 12.14.2010.
  - b) Final bibliography: list again all the works cited in the footnotes as well as those which you have consulted