



Guidelines for submitting abstracts

TAKE 2018

July 11-13 2018

Poznan University of Economics and Business, Poland

www.take-conference2018.com

1. Preparing your abstract

Clarify in your own mind what the purpose of your paper will be. Look at the themes of the conference in mind to help you apply and frame your abstract accordingly. When writing the abstract clearly indicate the purpose of the proposed paper, design/methodology/approach of your research/application, originality/value of your work, and practical implications of your research and findings. Make sure you choose your keywords carefully, ensuring the key themes of the conference/stream are referenced.

2. Submitting your abstract

For submitting an abstract for proposing a paper to TAKE conference you are expected to use the TAKE abstract submission form. Abstracts submitted in different format will be returned for reformatting. Please provide all required information and respect the word limit given in the form. Submit the form in a PDF file giving it a clear and unambiguous name - "TAKE" or the like is not helpful. We suggest you to use "first_author_family_name.docx". Send your abstract (and all information) to submissions@take-conference.com until **March 7th 2018**.

3. Expecting feedback on your abstract

Your abstract will be reviewed by stream leaders of the stream you submit your abstract to. There will be an ongoing review process. However, you might expect to receive feedback on your abstract and a decision for acceptance or rejection by **March 15th 2018**.