PAPER SUBMISSION GUIDELINES
SCIENCE FORUM

Deadline to submit your paper:
21 October 2019, Midnight (Central European Time)

Welcome on the paper submission platform of the 20th **Organic World Congress**. The Science Forum conferences will take place from **23** to **25 September 2020** in **Rennes, France.**

Please read this information carefully before proceeding to the online submission form

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A – RULES

1. Papers must be submitted online, via the online paper submission platform. Papers sent by post or email will not be accepted. You can submit your paper **until 21 October 2019, 23:59.**

2. Papers must be submitted in English.

3. The Science Forum board has defined the call for papers. **A scientific committee will review the submitted papers.** The notification of acceptance will be sent in February 2020.

4. The submission of a paper implies that if it is selected, its presenting author will register to **OWC 2020** and come to present his contribution. There is no budget for sponsorship of expenses of contributors.

B – SUBMISSION THEMES

1	Ecological approaches to systems' health
2	Product and process quality in Organic Agriculture: methods and challenges
3	Transition towards organic and sustainable food systems
4	Innovation in Organic farming: "thinking out of the Box"
5	Political and economical frameworks as drivers for a vibrant development of the organic sector

C – PAPER STRUCTURE

1. **Papers must have the following structure:**
   - Abstract (min. 600 characters)
   - Introduction (min. 100 characters)
   - Material and Methods (min. 100 characters)
   - Results (min. 100 characters)
   - Discussion (min. 100 characters)
   - References (max. 1000 characters)

2. **Paper's length:** The paper cannot contain more than **10,000 characters** (blank spaces, punctuation included. The paper's title as well as the authors' affiliation are included). The minimum size is 5,000 characters.

3. **Tables & pictures:** It is possible to insert one table in the result section and it is possible to include two illustrations at the end of the paper. The pictures must not exceed 500 pixels height, and 500 pixels width.

4. **Special characters: you can insert special characters** (ex: Greek letters) and format your text (ex: underline, bold or italic).

D – TECHNICAL GUIDELINES

The paper submission website works best with Mozilla Firefox:
- Cookies needs to be enabled
- All pop-up blockers should be turned off

DEFINITIONS

- **Submitting author**: person who physically submits the paper and who will receive information

- **Presenting author:** person who will physically present the paper at the meeting and who is marked as the presenter in the programme

- **Co-Author:** a co-author cited scientifically endorses paper and is therefore co-responsible for its content.

SUBMISSION PLATFORM

1. Account creation and submission of the first paper

   - During your first submission, you will receive two emails
     - ✓ The first to confirm the creation of your account. It is recommended keep track of your user name, your password and the answer to the secret question.
     - ✓ The second to confirm the submitted paper and its reference number.
   - Correspondence relating to the paper will be sent by default to the paper submitter.
   - Before submitting the paper, you will be asked to carefully check the paper preview.
   - Please kindly note that "*" indicates a mandatory field. The system will inform you if you have not fulfilled all mandatory fields to submit your paper.
   - You can still modify your submission until the deadline.

2. Submission of another paper

   - For submission of another paper, you will not need to re-enter your details. At the end of the first submission, the system will offer to submit another paper. You can also submit later by returning to your account. If the password is forgotten, you may request to send a reminder email.

3. List of authors

   - By clicking the button "Add author" you can add co-authors in your paper. The first author is automatically already entered but you can modify it.
   - **Please enter the full name in lower case (first letter capitalized).**
   - You can change the order of authors by using the arrows.
   - The authors and co-authors must declare any financial or other interests with a company in connection with the work presented.

- In the final submission, the co-authors will receive by email a confirmation of the submission.

4. Your paper

- Write or copy / paste your text inside the fields.
- Do not repeat the title of your paper, the names of authors or headers of each field that will be automatically added to your paper.

If you have successfully submitted your paper, you will receive a confirmation number. If no confirmation number is received, the paper has not been successfully submitted.

Submitted papers can be re-edited and modified until the submission deadline (21 October 2019). Therefore, the author submitting the paper will be invited to provide his/her e-mail address as login and a preferred password during the submission process. To save the paper, all required fields (marked with a *) must be filled in. If you leave the system without having provisionally submitted the paper, all data would be lost. Submitted papers cannot be edited after the submission deadline, so please ensure that your paper does not contain spelling, grammatical or scientific errors.

If you need to withdraw your paper, a written statement explaining the reasons must be sent to: papers@owc2020.bio

E – AFTER THE SUBMISSION

1. The reviewers will assess the paper according to:
    - the relevance to OWC 2020, it has to address organic farming and one of the 5 themes of the Science Forum call.
        - the scientific standards (e.g. objectivity of statements, description of what was done, suitability of methods to aims, conclusions confirmed by objective results, ethics, scientific value, originality of work and overall impression).
    - the English standards.

2. The submitting authors will be notified in **February 2020**, to the e-mail address (submitting author) provided during the submission process, whether their paper has been accepted. It is the author's responsibility to ensure that emails from OWC 2020 can reach them. They will be informed at the same time about the form of their presentation: oral or poster.

3. For selected papers (oral or poster), the presenting authors will have to register to the OWC2020 congress before the 19th of March 2020, in order to confirm their participation and to add the paper in the conference programme.

NB. The Science Forum board will ensure that selected papers represent all together a diversity in terms of regions, gender, ages and topics.

PUBLICATION POLICY

All papers accepted for presentation (oral or poster) will be published online in the Science Forum proceedings, that will be made available the day of the Conference and uploaded on Organic Eprints. Specific publication requests may be asked to papers@owc2020.bio. In any cases, at least the abstract of all selected papers will be published.

For a limited number of papers, which have been judged excellent, submitting authors will be invited, if they agree, to submit a full article for publication in a peer-reviewed journal (special edition of Organic Agriculture).

PRESENTATION OF PAPERS

1. Papers can be accepted either as a Poster or an Oral presentation.

2. If your paper is accepted as a poster, you will be requested to be available for a presentation and discussion during the corresponding poster session.

3. Full presentation guidelines will be included in the acceptance letter.

4. If the paper is accepted for an oral presentation, the presenting author accept to be recorded and the presentation will be made available on the congress website

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