

## Most important Deadlines for ECER 2023, Glasgow

ERC	21 -22 August 2023	
ECER	22 -25 August 2023	
<b>Important Dates 2023</b>		
01.12.2022	Submission starts	
31.01.2023	Submission ends	
01.04.2023	Review results announced	
01.04.2023	Registration starts	
15.05.2023	Early bird ends	
26.06.2023	Presentation times announced	
30.06.2023	Presenters Registration Deadline	
<b>Early Conference Preparations</b>		
	<b>What ?</b>	<b>Comments</b>
30 October	Minutes of NW meeting at ECER and Link Convenor/co-convenor updates to Office	<i>New (link)-convenors: name, email, affiliation and photo</i>
30 October	Special Calls for upcoming ECER sent to office, if NW plans to do one	<i>Office sends a template</i>
30 October	Annual Report Survey completed N.B: This is NOT the survey you do during ECER which refers to ECER only, but a more general, while still short survey.	<i>Office to send LINK</i>
30 November	Inform Office who should assign reviewers (Office or Link Convenors), which review form to use (long or short) how reviews are to be sent out (with or without comments)	<a href="mailto:wegscheider@eera-ecer.de">Email this information to Angelika wegscheider@eera-ecer.de</a> <a href="#">Office will send a request to do so.</a>
30 November	Confirm REVIEWERS/programme committee members to Office by sending the updated excel file of all those who should receive an invitation to review)	<i>Office sends you an excel file of the reviewer group from the most recent ECER</i>
<b>Reviewing, Programme Planning, Network Seminar and Conference</b>		
	<b>What ?</b>	<b>Comments</b>
1 Feb - 10 Feb 2023	Assignment to reviewers, start reviewing	
briefly before reviewing starts	Office will also send out general guidelines to reviewers. Some networks write to their reviewers to	

	remind them of important aspects specific to their network (optional).	
15 February	Network Reflection for preparing EERA council and NW seminar.	<i>Office will send a link to a (brief!) survey.</i>
10 February – 15 March	Reviewing phase	
28 February	EERA Sessions	<i>Office will invite LCs to suggest EERA sessions</i>
15 March –29 March	Decision taking period for Link convenors, especially for Rejections: use the "Programme Committee Feedback" and/or Meta-review function, so as to guarantee balanced and well worded feed back	
on 01 April	First round reviewing results send out (Office)	
ASAP after 1 April	Reassign redirected proposals (Second round reviewing) Unless requested not to by the link convenors, Office will use random assignment to assign reviewers to the redirected proposals.	<i>N.B. Redistribution as soon as possible</i>
15 April	Reviewing deadline 2nd round	
30 April	Hand in ideas for EERA Workshops on ECER Tuesday morning	<i>Office will send a template</i>
20 April	Results 2 <sup>nd</sup> round of reviewing out (office)	
<b>4 -5 May 2023</b>	<b>1,5 days Link Convenors Meeting in Berlin</b> Develop ideas for joint sessions with other networks	<i>Office will ask to get your suggestion for Joint Sessions a couple of days before the seminar.</i>
25 May	Drafted Programmes to be finished	
25 May- 24 June	Clear conflicts and time restraints (quick responses to Office, please), Start assigning Chairpersons (have them assigned ideally before 1 July)	
26 June	Presentation times announced (Office)	
30 June	Registration Deadline (Office cancels Papers with no authors registered and prepares exports of programmes)	
30 June	IDEALLY: have Chairpersons assigned	
5 - 15 July (approx)	Rework of programmes after withdrawals, taking into account Chairing-conflicts (need to be solved) & and requests for re-schedulings (optional).	
briefly before ECER	Some networks write to all accepted authors in their network to welcome them, highlight certain issues, etc. (optional)	

during ECER	Organise the Network meeting. Best: develop agenda and have it put online by Office	<i>Office will send you an excel file of your NW's current reviewers for your use during the NW meeting (optional)</i>
during ECER	Poster Award	<i>If your NW has posters, please follow guidelines to make your nomination by Wednesday 17:00</i>
during ECER	2 Link Convenors Meetings	
during ECER	Short ECER Feedback Online Survey to be completed by Friday 15:00	<i>This serves as preparation for the report to Council</i>
during ECER	Networking for recruiting new reviewers/convenors	
during the year	Think about Network projects to be funded by EERA/ Season schools	