Twenty-First International Conference on Grey Literature
Open Science Encompasses New Forms of Grey Literature

German National Library of Science and Technology
Hannover, Germany ● October 22-23, 2019

Author Memorandum

<div align="right">April 18th 2019</div>

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Dear Dominic,

It is my pleasure to inform you that the GL21 Program Committee has accepted your proposed paper for presentation during the Twenty-First International Conference on Grey Literature. You are scheduled to present on **Day One, Session 2, Confronting Obstacles and Challenges to Open Access**. I ask that you acknowledge receipt of this Author Memorandum in order to confirm your place on the conference program. Also, please carefully read through the information contained below as it pertains to important guidelines and due dates.

Guidelines and Due Dates 2019
☐ **May 10th** ☐ **September 25th** ☐ **October 15th**

Abstracts and Biographical Notes

Now that the Program Committee has accepted your conference proposal, you are required to enter your abstract online in the GreyGuide Repository on or before **May 10, 2019**. If your biographical note is not yet in the GreyGuide, please also submit it by that same date. Simply click, http://greyguiderep.isti.cnr.it/userarea.php?langver=en, select **GLA: Conference Abstract** and complete the online template. Then select **BIO: Who is in Grey Literature** and complete the online template.

Guidelines for Presentations

You will have **20 minutes** for your presentation, excluding Q&A. If you are planning to use **PowerPoint**, the maximum number for any given presentation is **12 slides** and the **minimum font size is 20**. The due date for receipt of your PowerPoint file is **September 25, 2019**. PowerPoint slides received after this date will not be printed in the GL21 Program Book. Please bring a backup with you on a USB stick. Before your Session begins, present a note to the Day Moderator with at least one critical question pertaining to your paper that can be used during the Q&A and subsequent discussion.

Guidelines for full text Papers and accompanying Research Data

Manuscripts should not exceed 20 double-spaced pages. The size of the page can be either A-4 or 8½x11 inches. Provide also the title, author(s) and affiliation(s) followed by your abstract, etc. Credit all source material in your bibliography, references, and/or endnotes. A copy of your full text paper should arrive at the office of TextRelease on or before **October 15, 2019** and a corresponding PDF or print-out should accompany the Word file by that same date. Both text and graphics are required in black and white for publication in the GL20 Conference Proceedings. Your research data is likewise requested and will be entered in the DANS Data Archive. For examples, click-on https://easy.dans.knaw.nl/ui/home and enter **'greynet'** in the search box.

On behalf of the Program Chair and Committee, I wish you every success in your research, text writing, and further preparations for GL21.

With kind regards,

Dr. Dominic Farace,
Program and Conference Director