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Abstract Evaluation Guide

Formal requirements of the abstract for the conference:

- Length: min. 2,500 characters max. 4,000 characters (*with spaces*)
- Font size: 12
- Font type: Times New Roman
- Single line spacing
- Justified alignment
- Margins 2,5 cm (all of them)
- The title and the content of the abstract should be in harmony with the presentation.

Requirements for the content of the abstract:

The abstract should include:

- The selection of the topic, the goal of the research, and the originality of the topic
- The theoretical and literature background of the research project
- The research focus and the hypothesis (if applicable)
- The expected results, conclusions, and the perspective goals

Evaluation chart (maximum 30 points):

- Style and structure (max. 10 points)

0-2 point	The text is hardly reviewable, carelessly edited with several errors.
3-5 point	The text is hard to comprehend, circumstantial, but carefully edited.
6-8 point	The text is written in an acceptable style and structure with a few minor errors.
9-10 point	The text has a good structure, good style, and no errors.

- Theoretical background and literature (max. 5 points)

0-2 point	The text does not refer to literature.
3-5 point	The text refers to both national and foreign literature on the chosen topic.

- Description of the materials/research techniques and methodology (max. 5 points)

0-2 point	The method is questionable, and a better method could have been chosen, the material and the sources are not applicable.
3-5 point	The method is modern, reliable, successful, and guarantees a publishable work. The material and the sources are highly applicable.



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- Research goals and the description of the originality of the topic (max. 10 points)

0-2 point	The expected results are evident, the problems are not timely.
3-5 point	The expected results might have professional value.
6-8 point	The expected results are very new.
9-10 point	The expected results add to the scientific field, and the writing is appropriate for presentation.

The abstract

The purpose of the abstract is to shortly describe the professional activity of the author, and the presentation. The goal of this piece of writing is to provide everyone (including the head of the session and the audience) a picture about the author's professionalism and the presented research. The abstract should be divided into 4 sections. The first one should contain the history of the research project. The second part should describe the general history of the research and the novelty and usefulness of the topic. If the research project is based on a hypothesis, it should be worded with caution. In the third section, the abstract should describe the structure of the presentation. The literature, which served as the basis of the research project, should be listed at the end of the abstract.

The management of the Association needs to limit the number of presentations, therefore it created quality standards for the applicants. The abstracts will be judged by the Association management.

A few tips for the presentation

We believe that the applying Ph.D. students mostly have experiences with conference presentations. However, we all attended conferences where this was not so true. The problem could have been the misunderstood description of the conference. To avoid that, we are confident to write a few tips for the applicants which they should accept.

- Attend the conference.
- Please, do not read your presentation out loud. A presentation which is coherent and concentrates on the important points is better for the audience.
- Please make sure, that your abstract complies with your presentation, since the audience will decide which presentation they want to visit based on the abstract. A presentation which does not comply with the abstract can cause frustration and dissatisfaction in the audience.
- It is not impossible to make your presentation in 15-20 minutes. Sum up your research and show only a part of it in detail.
- A visual aid such as *PowerPoint* or *Prezi* can only help your audience to understand the topic if it is legible. We recommend font size 24 or bigger. All rooms will have projectors. In case you need internet connection, please, inform us about that before your presentation.
- In case you cannot make a PPT, you can come with a poster or a hand out.



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- Please keep the presentation time limit. It is essential for the other presenters and for the whole conference as well.
- Be prepared for questions, recommendations, comments from the audience. Please, be polite, answer honestly and nicely.

The Sopianae Association is looking forward to meeting you at the conference in Pécs.