



Guidelines Panellists & Chairs Future of War Conference, 5-7 October 2022 Amsterdam, the Netherlands

We look forward to welcoming you to the Future of War Conference taking place 5-7 October 2022 in Amsterdam, the Netherlands. In this document you will find details and guidelines for panellists and chairs.

Deadlines

- **Paper:** Deadline 16 September 2022 (via mail).
 - o Send the paper to futureofwarconference2022@gmail.com and to the **chair of your panel** and clearly state the name(s) of the author(s), the title of the paper and the title of the panel in which the paper will be presented.
 - o The paper can be a maximum of 8000 words (excluding footnotes and bibliography).
 - o The paper must be according to academic standards and be clear, structured and supported by evidence, including references and a bibliography.
- **PowerPoint/Audio Support (if applicable):** Deadline 16 September 2022 (via mail).
 - o Send the PowerPoint/Audio to futureofwarconference2022@gmail.com and to the **chair of your panel**, clearly stating the name(s) of the author(s), the title of the paper and the title of the panel in which the paper will be presented.

Guidelines

- **Arrival:** To ensure the panels start on time and run smoothly please make sure to arrive at the location of your panel a few minutes before the panel is scheduled to start. Timely arrival is especially important for setting up your PowerPoint and/or Audio.
- **Speaking time:** The speaker's presentation at the conference, containing the main argument of the paper, can be a maximum of 10 minutes per paper. If multiple co-authors are presenting a paper, the 10 minutes must be divided among the speakers. Please contact your chair in case you have questions regarding the content of the panel. In consultation with the chair, you can deviate from the given time, depending on the size of your panel.
- **Time-Management:** The chair of the panel is responsible for keeping speakers (and the panel) within the allocated time and may ask you to shorten/wrap up your answer and/or presentation. Please be respectful of the chairs' requests and mindful of others' (speaking) time.

- **Chatham House Rule:** The Conference adheres to the Chatham House Rule: participants are free to share the content of the presentation(s)/discussion(s) but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed.
- **Diversity:** We celebrate diversity and have experts attending from around the world with divergent experiences and perspectives. We welcome and encourage discussion but ask you to remain respectful of others and their ideas and perspectives.

Practical information

- **Date:** Wednesday 5 October 2022 from 8:00 am to Friday 7 October 2022 19:00 pm.
- **Location:** [Kattenburgerstraat 7, Amsterdam, the Netherlands](#). The conference venue is a Dutch naval base, a ten-minute walk from Amsterdam Central Station. If possible, please make use of public transport instead of coming by car as there are limited parking spaces. You will need your ID / passport to enter the military terrain.
- **Costs:** Travel and hotel are at the participants' own costs. We can, however, provide an official letter of acceptance if needed to declare travel and accommodation costs, which can be requested via email to futureofwarconference2022@gmail.com. The programme includes complimentary coffee/tea, snacks, and lunch on all three Conference days (Wednesday 5 October - Friday 7 October), dinner on Wednesday 5 October 2022, a boot tour and (after-hours) private guided tour of the Rijksmuseum on Thursday 6 October 2022 and goodbye drinks on Friday 7 October 2022.

We look forward to seeing you in October!

Kind regards,

The Future of War Conference 2022 Organising Committee