

The European Public Sphere

International Interdisciplinary Conference for PHD-Students
Sponsored by the Berlin Graduate School of Social Sciences,
Humboldt-University

November 28-30, 2003, Europäische Akademie Berlin

Berlin Oct. 10, 2003

Dear Participants,

thank you for your patience. We didn't get back to you earlier, as the organisation of the funding took a lot of time. This e-mail, however, should contain most of the information you need to know for your preparations for the conference in November.

1. Papers

As we mentioned in the "call for papers", we would like you to prepare:

1. For the "workshop on concepts" to take place Friday afternoon we ask you to prepare a brief one-page statement on your definition, normative presuppositions and operationalisation of the concept "European Public Sphere". For this, we prepared a template, that we ask you to use. (see below "workshop_form.doc"). We encourage you to be very brief and keep it presentable, e.g. by using bullet-points, so we can have a rewarding exchange in the workshop, and reach common conclusions.
2. For the paper sessions on Saturday and Sunday, you are asked to write a conference paper that you prepare as the basis of your presentation, which will also be the one that will go into the volume that we are planning to publish. This paper (as well as the other ones) will have to be in English, and including references may not be longer than 15 pages (1 ½ spaced, see attached file "template_paper_eupub_031010.doc" for instructions). In fact, we would like you to be briefer.
3. Your presentation during the conference should not be just reading out the paper to us, but we encourage you to make it a 10 to 15 minutes presentation, that will then be followed up on by a discussant, who comments on it. We ask you to take into consideration the questions that we raise in the attached document "presentation_form.doc". We suggest that you might want to visualize your arguments and findings for the benefit of the audience. In case you need a video beamer, please let us know in advance. This presentation need not be submitted to us in advance, as it should be generally identical in contents with the paper.

2. We still need people to volunteer for:

1. chair of one of the workshops on concepts

We still need some three people who would like to chair one of the workshop on concepts on Friday, which will be organised around the guiding questions that we suggest in our form ("workshop_form.doc"). The chair's job will be to facilitate and guide the discussion

and be in charge of wrapping it up into one or two positions that can thereafter be presented in the plenary session on Friday evening. He or she will also be asked write up a brief summary (e.g. for the website). As we would like to meet briefly in advance in order to prepare for this workshop, volunteers from Berlin would be preferred.

2. chair of paper sessions

Moreover, we need a few people who would like to volunteer as chairs for the sessions. Their job is to guide the discussion and to wrap up the results for the final session along the lines of the questions suggested in "presentation_form.doc".

The sessions (see enclosed conference schedule) are:

Horizontal I - Networks and transnational communication Part I+II

Horizontal II - Transnationalised social Movements Part I+II

Horizontal III - Structures of Transnational Media Part I+II

and

Vertical I - Social Movements and Contention Part I-II

Vertical II - National Discourses Part I-III

Vertical III - Comparing the Europeanization of National Discourses Part I+II

Vertical IV - Public Relations: Top-down Europeanization?

Where there is more than one part to the session, the parts should still be chaired by the same person, or alternatively, two people may team up, which might be helpful for writing the brief summary and conclusions, too.

3. discussant for a paper

The discussant is the person who will comment briefly (3 minutes) on one paper along the lines of the "presentation_form.doc". His or her role will be to trigger the discussion. We encourage you to get in touch with the author of the paper in advance or during the conference to exchange a more detailed critique, to highlight problems and to make suggestions, how to enhance the respective piece of research. The presenter and the discussant will thus be given a unique chance of learning from each other through thorough and intense exchange.

Therefore we ask you to choose carefully from the conference schedule whose paper you would like to discuss.

3. Travel and money

As you already know, we will charge a conference fee of EUR 25 for those, who do not need accomodation in Berlin, and EUR 50 for those, who do need accomodation. However, we will offer free accomodation and food at the Europäische Akademie, and will most likely be able to fund a certain part of your travel expenses.

If you are eligible to receive funding for travel from your own institution, you are encouraged to apply for that, too.

Please fill in the attached form (response_form.doc) and submit it (renamed to name_response_form.doc) to us via e-mail by Nov. 1, so we will be able to book the accomodation at the Europäische Akademie and calculate the partial travel reimbursement.

4. Internet

An internet site for the conference will be running soon:

<http://www.stoyke.com/eupub>

There you will be able to find

- the most up-to-date version of the conference schedule,
- the forms, that are enclosed with this e-mail,
- an electronic version in preparation of the "workshop on concepts", where all the one-page-statements for the workshop on concepts will be collected,
- an "electronic paper-room", where we (permanently) collect the abstracts of your conference papers and
- (temporarily or protected by a password) the conference papers that you'll submit in advance and that will later go into the book.
- If you have slides or a power-point version of your paper, we wouldn't mind to include that, too.
- The discussants' comments and summaries of conclusions.

5. List of Attachments

Attached you will find:

- "schedule_eu_pub_sph_nov_28-30 031010.pdf" - for you to see when and with whom you would like to be a discussant or chair
- "response_form.doc" - the form with all the information we need for your reimbursement - to be sent back to us (renamed "name_response_form.doc") by Nov. 1st
- "workshop_form.doc" - The file contains the questions guiding your one-page statement for the workshop on concepts - to be filled in, renamed "name_workshop_form.doc" and sent back to us by Nov. 1st
- "presentation_form.doc" - which contains the guiding questions that should be touched on in the paper, and should be the basis for the questions to be raised by the discussant and during the discussion in general
- "template_paper_eupub_031010.doc" - this template is the file in which you are asked to write / paste your paper. It contains the description of the formats for headings, references, etc. - Please submit your paper in the format as provided by the template file to us and to the person who will be your discussant by Nov. 14 - renamed to "name_paper_eupub_031114.doc"
- "e-mail_addresses.doc" - a list of the e-mail addresses of all the participants so you can get in touch with one another - this will NOT be put on the website for privacy reasons.

6. Deadlines

Immediately:

Please tell us, whose paper you would like to discuss as a discussant, whether and in which session you would like to act as a chair.

Nov. 1st

Please submit travel.doc and the one-page statement "workshop on concepts.doc" for the workshop on concepts

Nov. 14th

Please submit your paper for the publication and for the discussant to comment on using the file "template_paper_eupub_031010.doc". Please send it to us as well as to the discussant.

Our e-mail:

agenda_europa_public@yahoogroups.de

or (if larger than 1 MB) to the three of us:

jhmeyer@gmx.de

michael.brueggemann@gmx.net

cfdereje@yahoo.com

OK, this is a lot of information and guidelines. However, we hope to make things easier during the conference by attempting to organise and clarify things in advance.

If there are any questions, please do not hesitate to get back to us.

Looking forward to hearing from you and seeing you soon.

Kind regards

Conny Dereje

Michael Brueggemann

Jan-Henrik Meyer

PS: If you want to send e-mails to all the participants, you can write to:

agenda_europa@yahoogroups.de, kerstinpoehls@web.de

(for some strange reason, it is impossible to add her name to the list).