INSTRUCTIONS FOR ELECTRONIC SUBMISSION OF PAPERS FOR THE PROCEEDINGS OF THE DGS CONGRESS

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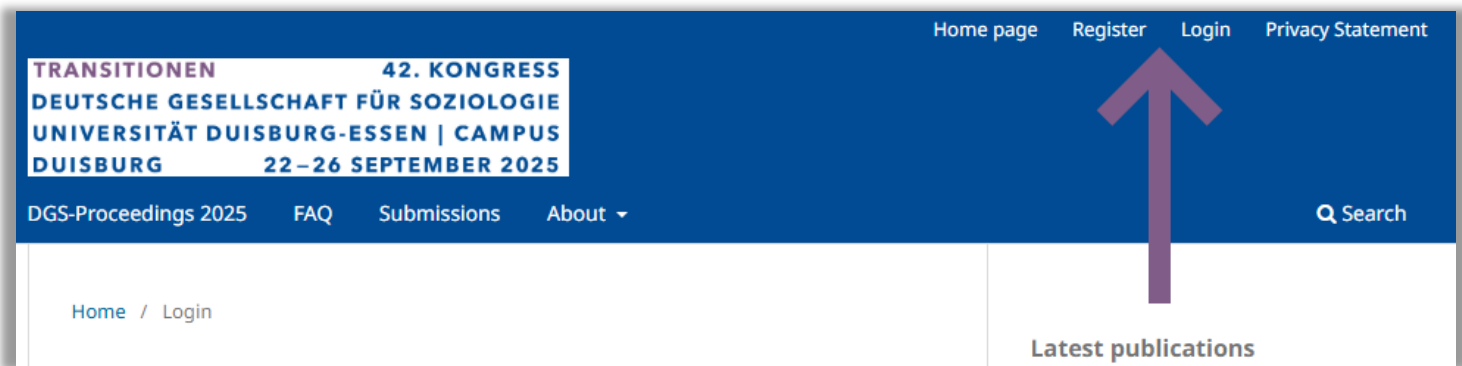
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Visit the website **https://publikationen.soziologie.de/index.php/kongressband_2025/en** and register. If you already have an account, log in.

LOST PASSWORD

If you have forgotten your login details, you can generate a new password using the "Forgot your password?" function.

To do this, enter the email address you have stored in the system. You will then receive a link by email to confirm that you actually want to receive a new password.

Once you have confirmed the link, the system will send you a new password.

MAKE A SUBMISSION

Once you have logged in, a link labeled "Make a Submission" will appear on the right side.

This link will take you to a page with information about the submission requirements that your article must meet. Please comply with these requirements to avoid additional work for the editorial team.
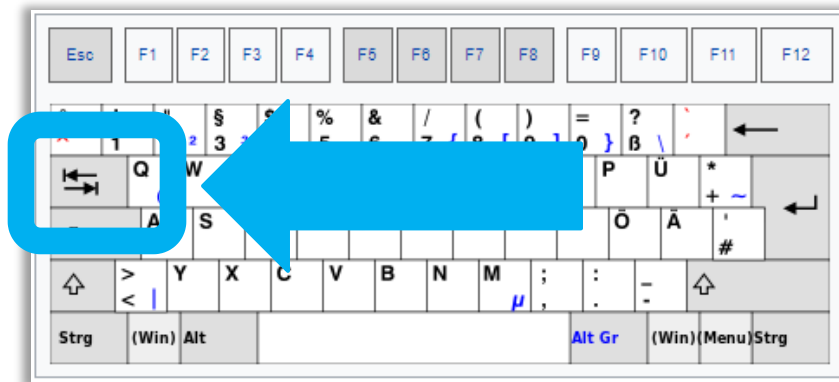
The "Make a Submission" link at the top will now take you to the article submission form.

1. BEGINN

Please select the track under which you gave your presentation from the **sections** list.

The above **submission requirements** are listed here once again. Please ensure that all requirements are met before confirming them by checking the corresponding box.

Correspondence with the editorial team is essential for your contribution to be accepted. However, due to data protection laws, you must consent to us contacting you. Please confirm this by checking the box next to " **Privacy Consent**" and agreeing to the privacy policy.

Provide **title**, **keywords**, an **abstract** and **references** before proceeding to the upload files section.

You can enter several keywords that you want to link to this post. If a keyword consists of several words, separate them with a space. Start a new keyword by pressing the tab key on your keyboard (see illustration).

2. UPLOAD FILES

Select a file in .docx or .doc (Word) or .rtf (Open Office) format via "**Add file**" and confirm the content of this file as "Contribution text" or "Other." The contribution should not exceed 35,000 characters (including spaces and bibliography). Further information on the requirements can be found at this link:
https://publikationen.soziologie.de/index.php/kongressband_2025/en/about/submissions#authorGuidelines

Clicking on the "Continue" button at the bottom of the page will take you to step 3.

3. ADD CONTRIBUTORS

Under List of **contributors**, you can add other people with whom you co-authored this paper. Please add all persons involved so that they can be listed as authors in the conference proceedings and assigned to this contribution.

Clicking on the "Continue" button at the bottom of the page will take you to step 4.

4. FOR THE EDITORS

If you like, you can add important **information for the editorial team** in the comments field.

5. REVIEW

You can go back to **review** all the information you have entered and make any necessary adjustments before continuing. When you are finished, click "**Submit**."

6. NEXT STEPS

You should now have received an **email** confirming your submission. This email contains all the information you need about the editorial team's next steps.

Articles will only be copyedited, not peer reviewed.

Due to the large number of submissions, it may take several months before you receive the final proof for correction. We kindly ask you to refrain from making any inquiries during this time.

If you change your position and thus your **contact email** address stored in the system before publication on **September 30, 2026**, or if you will not be reachable at this email address for other reasons, please replace it so that we can continue to contact you. You can reach the editorial team at kongressband@soziologie.de.