



# TERMS AND CONDITIONS

---

**1<sup>st</sup> Edition**

---

**2020**



Contest for the Best  
Popular Science Article

[www.ippt.pan.pl](http://www.ippt.pan.pl)

---

# **Terms and Conditions of IPPT PAN Popularization Contest for the Best Popular Science Article**

## **Art. 1 General provisions**

1. Institute of Fundamental Technological Research, Polish Academy of Sciences (IPPT PAN) is the organizing unit (hereinafter referred to as the Organizer).
2. The aim of the contest is to award best contestants or teams of contestants who will write the most interesting popular science article (hereinafter referred to as Article).
3. The contest is addressed to the Institute employees and doctoral students, or to anyone interested - Institute sympathizers and associates (hereinafter referred to as Author).

## **Art. 2 Subject matter of the contest**

1. The subject of the contest is to write an article describing scientific research conducted at IPPT PAN in an easy to understand manner. The aim of the article is to promote and popularize knowledge and science practiced at the Institute.  
The main attribute of the Article shall be its attractive style. It has to spark interest, intrigue, captivate imagination. Reading the text should be a pleasure to a non-scientist, not a boring must-read. It means that the Article must cover:
  - a) Interesting, catchy title,
  - b) Two- or three-sentence introduction, the so-called lead, which shall be placed under the title and shall serve to draw the reader's attention, interest and incline their further reading. The lead needs to be dynamic and short (2-3 simple sentences) and must take the form of an interesting fact or a quotation, and also contain the most interesting idea that the article further develops. Lead plays a crucial role and must ensure that the Reader does not quit reading at this point. The lead shall not exceed 300 words including spaces,
  - c) The text must be divided into accessible paragraphs (every 2-3 thousand signs best, and if the text exceeds 5 thousand signs then it has to be broken into paragraphs even more frequently). The paragraphs must link cohesively and must contain subheadings, wherein

- 
- the first cannot be situated directly beneath the lead. The subheadings should be bolded. The layout is also important, i.e. images, photographs, graphs, charts - everything which helps to visualize the content,
- d) a complete bibliography used for research (placed at the end of the text).

Also:

- e) No philological, content or copyright footnotes are allowed. Each quotation must be sourced directly after it in parenthesis, including the name initial of the author of the quoted paper (or source), their last name and the shortened title of the paper, preferably typed in italics, after a comma.
- f) Specialist terms and foreign expressions from the text should be explained in an attached glossary.
- g) The volume of the Article must be between 5 to 15 thousand signs including spaces, and the maximum volume of a single text cannot exceed 1 thousand signs with spaces. Multi-part text publication is allowed. In such case, we ask that every part be an autonomous text, understandable even when read separately from others.
2. The Author is obliged to use the current science literature most extensively.
  3. The popular science style of the Article cannot entail its lack of accuracy. Factual, terminological or other mistakes are impermissible.
  4. The content of the Article must include the information that the research described has been conducted at the Institute of Fundamental Technological Research, Polish Academy of Sciences (in its full name).

### **Art. 3**

#### **Terms and Conditions of participation**

1. The Article can be written both in the Polish or the English language.
2. The Article cannot be part of a work commissioned by the Institute of Fundamental Technological Research, Polish Academy of Sciences.
3. Participation in the contest is voluntary and free of charge.
4. By submitting an entry, entrants:
  - a) accept all terms and conditions stated in this document,
  - b) declare that the Article submitted to the contest was authored by the entrant and that it does not violate any third party rights.

### **Art. 4**

#### **How to enter**

1. Submission of the Article can be done in person or via third party, after the Author's written consent.

- 
2. The entry has to state basic information: Author's name, contact details, year of the Article creation, Author's short statement on reading and accepting the terms and conditions of the contest, and if submitted by third party - the Article should have an additional statement from the Author declaring their consent to submitting their Article by the said third party. A specimen of such statement is attached as Appendix 1 of this document.
  3. The entrants must also attach the following form signed by the Author: Consents and declarations concerning the entry and participation in the IPPT PAN contest for the best popular science article as given in Appendix 2 to this document.
  4. Editorial instructions for writing the Article, as stated below, must be followed:
    - a) Format: .doc, .docx or .odt., A4, 12-point Times New Roman font, line spacing: 1,5,
    - b) When quoting a source or study, all citations of maximum 2 sentences must be enclosed by quotation marks, longer citations must be given a separate paragraph, without quotation marks and typed with a 10-point straight font.
    - c) Ellipses and Author's own insertions into quotations must be enclosed by square brackets and typed with a straight font, e.g.: "The beginning [...] and end of quotation".
    - d) Illustrations (images, figures) must be enclosed in separate files (.jpg, .png or .gif). Their preferred place in the text needs to be indicated and captioned.
    - e) Every figure must bear information about its source. Moreover, the Author needs to state their consent for its publication by the contest Organizers.
    - f) Information concerning other authors, editors etc. should be stated in the same style as in their original paper.
  5. Entry should be emailed to: [kparkitna@ippt.pan.pl](mailto:kparkitna@ippt.pan.pl) (with a preferable subject line: ENTRY TO THE POPULARIZATION CONTEST)
  6. Entries sent after the deadline will be considered void.
  7. The Organizer reserves the right to extend the deadline for entries in a given edition of the contest.

## **Art. 5**

### **The Jury**

1. The winner will be chosen by the Jury - committee appointed anew in every contest edition by the Institute Director.
2. The Jury should be comprised of researchers (1/3 of the committee), doctoral students (1/3) and non-scientific employees (1/3).
3. The Jury then formally and substantively evaluates the Article.
4. The contest results and awarded Articles will be announced on the Institute website, and also sent to be published on other portals.

---

**Art. 6**  
**Awards and distinctions**

1. The Jury selects the Main Prize winner who also receives a commemorative statuette.
2. Depending on the number of entries and their quality, the Institute Director shortlists other contestants for the remaining prizes and distinctions, and defines their volume and form.
3. In the event of unforeseen circumstances, the Jury reserves the right to withdraw from awarding the prizes and/or additional distinctions.
4. The awards and/or distinctions will be handed in by the Organizers during the Degree Conferral Ceremony and the Director's Awards or during another event organized by the contest Organizers.

**Art. 7**  
**Contest period**

1. During the first edition of the contest, entries will be accepted of the Articles which were created in the last 5-year period until 31 May 2020.
2. Subsequent editions will be carried out annually according to the following schedule:
  - a) Contest announcement - September,
  - b) Entries - until the end of May the following year,
  - c) Formal and substantive evaluation - beginning of June,
  - d) Results announcement and the award ceremony - June/September.

**Art. 8**  
**Intellectual property rights and licensing**

1. By entering the Contest, each Author certifies that they have exclusive and unlimited economic rights and moral rights to the Article.
2. The Author declares that they agree to a perpetual non-exclusive royalty-free license to use and publish their name and last name in Contest promotional material, publishing houses and on the IPPT PAN website.
3. By submitting the Article to the Contest, the Author agrees to a perpetual non-exclusive, non-territorial, royalty-free license to use the Article by IPPT PAN, both in whole and in separate fragments, in the following fields of use:
  - a) Recording and duplicating the Article by means of any technique, including printing, reprography, magnetic recording, and digital techniques;
  - b) with regard to trading in the originals of the work and its derivative works or copies on which the work has been recorded - marketing, lending or leasing the original or copies;
  - c) with regard to distributing the work and its derivatives in the way other than stated in points a) and b) - public performing, exhibiting, displaying, recording, public sharing of the work in order to make it accessible to everybody at any place and time.

- 
4. The Author consents to IPPT PAN exercising dependent copyrights to the whole Article and parts thereof, and authorizes IPPT PAN to grant consent to third party to exercise those dependent rights.
  5. The Author is not eligible to any remuneration resulting from their participation in the Contest, in particular for the granting of license.

## **Art. 9 Personal Data**

1. Due to the implementation of requirements imposed by the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), pursuant to art. 13 of the above-mentioned regulation, IPPT PAN hereby informs that:
  - a) Personal data such as name, last name, e-mail address and telephone number are processed by the Contest organizer - Institute of Fundamental Technological Research, Polish Academy of Sciences with its registered office in Warsaw, 02-106, at Pawińskiego 5b Street, who is the data Administrator and uses the data to carry out the given edition of the Contest;
  - b) Personal data is processed pursuant to the consent given, as stated in Art. 6(1)(a) of the above-mentioned directive and Art 6(1)(f) of the above-mentioned directive, i.e. for the purposes resulting from legitimate interests of the Organizer, in particular for conducting the Contest;
  - c) Personal data will be processed for the period necessary to carry out the Contest and award winners, and also to use contest entries by the Organizer to perform its statutory activities.
2. Pursuant to the above-mentioned directive, every person whose data is being processed by the organizer has the right to: withdraw their consent for data processing with no effect on the lawfulness of processing which has been exercised on the basis of the consent given prior to the withdrawal; request access to their data, correction, deletion or restriction of processing; and to objecting to their processing and transfer. The person whose data is being processed has also the right to lodge a complaint to the supervisory authority. Providing data was voluntary, but also necessary for the purposes of participating in the contest.

## **Art. 10 Final remarks**

1. The Organizer shall not be held liable for any third party claims resulting from the infringement of intellectual property, including the non-compliance to the provisions of the copyright act.
2. The Author bears full liability to the Organizer and third party in the event that the submitted Article infringes any rights, in particular copyrights and personal rights of third party.
3. In the event of any violations of the provisions of these regulations by the Author, the Organizer may exclude them from participating in the Contest.

- 
4. The Organizer reserves that they are not responsible for any unforeseen, unpreventable circumstances preventing them from properly conducting the contest.
  5. Any matters not regulated herein shall be governed by applicable laws of the Polish Civil Code.

**Appendices:**

**App. no 1** – specimen statement on reading the regulations and consenting to submit the Article

**App. no 2** – Consents and declarations concerning the entry and participation in the IPPT PAN Popularization Contest for the best popular science article

IPPT PAN, 20 February 2020

