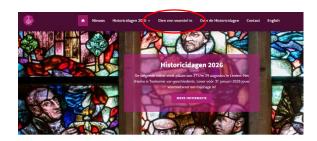
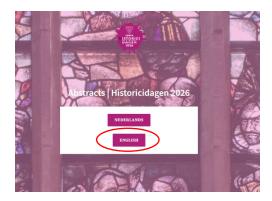


# Instructions for submitting proposals Historicidagen 2026



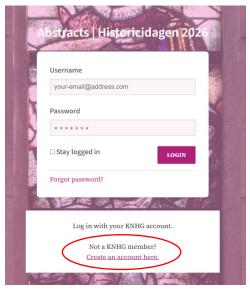
#### Step 1:

Go to the abstract submission page via historicidagen.nl by clicking on: <u>Dien een voorstel</u> in.



#### Step 2: Choose language

You will be taken to the login page for our abstract environment. Here, you can choose between the Dutch or English environment. In this case, we will choose English.



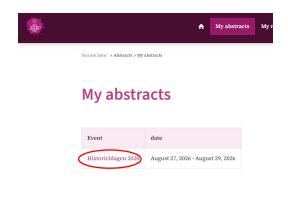
#### Step 3: Log in

To submit proposals, you must log in.

Are you a **member of the KNHG**? Log in with your KNHG.nl account. Are you a KNHG member, but don't have an account yet? Click on 'Wachtwoord vergeten' under Inloggen on <a href="mailto:knhg.nl">knhg.nl</a> or send an email to <a href="mailto:info@knhg.nl">info@knhg.nl</a>.

**Not a member** of the KNHG? Create an account for the abstract environment by clicking on 'Create an account here' at the bottom of the page.





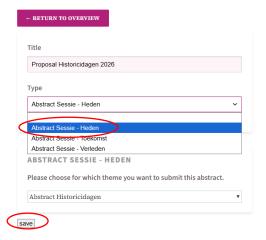
#### Step 4: To the event page

Once you have logged in, you will be taken to the home page of our abstract environment. Here you will find the events for which abstracts can be submitted. Click on the event for which you wish to submit a proposal, in this case *Historicidagen 2026*.

## Historicidagen 2026



You are here: > Abstracts > My abstracts



#### Step 5: Add an abstract

You will now be taken to the page for submitting abstracts for the 2026 History Days. Click on 'add'.

#### Step 6: Add a title

Enter the title of your session here and select the type of session (Verleden = past, heden = present, or toekomst = future).

Select "Abstract Historicidagen" and click "Save."

Please note: you can close the proposal at any time to pick it up later, as long as you click 'save' in the meantime.

#### Proposal Historicidagen 2026





#### Step 7: General

You will now be taken to the steps you need to take for submitting your abstract. On the "General" page, you will find the title, type, and theme of your session proposal.



#### Proposal Historicidagen 2026

AUTHOR 1
Initials
Insertion
Last name
City
Presenter



# Return to overview General Authors / Presenters Content Preview Submit

#### Step 8: Add authors

After the general page, you will arrive at the "authors/presenters" page. Here, you can enter the names and information of the people who will be leading the session. Please also indicate who will be giving the presentation. You can enter up to 10 names here.

Once you have entered all the desired names, click on "save" at the top of the page.



#### Step 9: Uploading your proposal

Submit your actual proposal on the "content" page. This page describes what the proposal should look like, and the text box contains the proposal template. You can upload your proposal of up to 250 words in this text box.

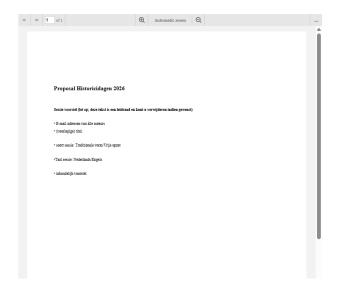
Note: the instructions on this page are in Dutch. For an English version of this text, please visit <u>our website</u>.

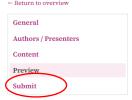
**Important:** the text in the text box can be deleted so that you can insert your own text, but the type of session (traditional or free form) and the intended language of the session (English or Dutch) **must** be specified in the proposal!

Once your proposal is as you want it in the text box, click on 'save' at the bottom of the page. You have not yet submitted the proposal and it can still be changed.



#### Preview





#### Step 10: Check your submission

On the "preview" page, you will see your entered text as the reviewers will see it. Here you can check whether everything is to your liking.

#### **Proposal Historicidagen 2026**



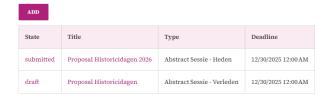


#### Step 11: Submit your proposal

If you are completely satisfied with the proposal, proceed to the final section, "Submit." Enter the email address on which you would like to receive updates on the progress of your proposal. Then click "Submit." Note: your proposal can no longer be edited.

# ↑ My abstracts My reviews My profile You are here: → Abstracts → My abstracts

## Historicidagen 2026



#### Step 12: My Abstracts

You can now find your submitted proposal under "my abstracts" as 'submitted'. Your abstract has been successfully submitted.

Have you saved your proposal but not yet submitted it? You can find your proposal here with the status 'draft'.

#### After submission:

Proposals can be submitted until February 1, 2026. After that, the submissions will be assessed by our program committee.

After the program committee reviews your proposal, you will receive an email on the email address entered in step 11.