Akademia Sztuk Pięknych
im. Jana Matejki
w Krakowie

Registration form – "Cha(lle)nges – Forum | 9th International Scientific Conference"
organised as part of the 9th International Interior Design Biennial

first name and surname: .....

title / academic degree .....

contact tel. no. .....

e-mail: .....

Institution / affiliation .....

Invoicing details: .....

Name of Institution .....

Address .....

TIN: .....

I hereby confirm my participation in Cha(lle)nges – Forum | 9th International academic conference organised by the Faculty of Interior Design at the Jan Matejko Academy of Fine Arts in Kraków, which will take place on **12-14 October 2026** as part of the 9th International Interior Design Biennial in my preferred format: online conference / in-person conference (please select one option).

Consent to streaming (mandatory)

I consent to the promotion of my lecture at Cha(lle)nges – Forum | 9th International academic conference organised by the Faculty of Interior Design at the Jan Matejko Academy of Fine Arts in Kraków, which will take place on **12-14 October 2026** as part of the 9th International Interior Design Biennial via online streaming (live during the lecture).

I consent to the promotion of my lecture at Cha(lle)nges – Forum | 9th International academic conference organised by the Faculty of Interior Design at the Jan Matejko Academy of Fine Arts in Kraków, which will take place on **12-14 October 2026** as part of the 9th International Interior Design Biennial, in the form of recording and sharing a video of the lecture on the conference channel, which will be set up after the event and will be accessible via the website www.iidb.pl

At the same time, I waive my right to control and approve each instance of use of photographs in which I appear. I hereby declare that the use of the image in accordance with this Consent does not infringe upon anyone's personal rights or any other rights. I confirm that I have read the above consent in full and fully understand it.

There is a fee of 420 PLN for the acceptance of an article for publication in a peer-reviewed journal and for participation in the conference. The fee must be paid by 15 September 2026 by bank transfer to the Academy of Fine Arts' account.

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Bank transfer details:
Jan Matejko Academy of Fine Arts in Kraków
pl. Matejki 13, 31-157 Kraków.
Account No.: 45 1500 1487 1214 8005 4502 0000
payment reference: participation in the iidb 2026 WAW conference

An article must receive a positive review in order to be accepted for publication.

.....

signature of the conference participant

I consent to the free use of my image by the Controller – the Jan Matejko Academy of Fine Arts in Kraków, in the form of a portrait photograph, which forms part of the presentation on the website of the Faculty of Interior Design and the International Biennale of Interior Design,

This consent covers the use, recording and reproduction of the aforementioned photograph(s) via any medium for purposes that comply with applicable law and relate to the presentation of activities connected with the organisation of and participation in the 9th International Biennale of Interior Design, including publication on social media channels, the website, brochures, electronic publications and other websites managed by the Organiser.

.....

signature of the conference participant

Information on the processing of personal data

1. The controller of personal data is the Jan Matejko Academy of Fine Arts in Kraków, located at pl. Jana Matejki 13, 31-157 Kraków; email address: rektor@asp.krakow.pl;
2. The Controller has appointed a Data Protection Officer who can be contacted at: iod@asp.krakow.pl
3. The personal data collected will be processed for the following purposes:
(a) to enable participation in **"Cha(lle)nges – Forum | 9th International Scientific Conference" organised as part of the 9th International Interior Design Biennial (** Article 6(1)(b) of the GDPR)
(b) processing payments, including enabling electronic payments for services (Article 6(1)(b) and (f) of the GDPR),
(c) the fulfilment of tax, accounting, record-keeping and other legal obligations incumbent on the Controller, including the issuing and retention of invoices (Article 6(1)(c) of the GDPR),

(d) the dissemination of images, including the publication of photographs and recordings on the Controller's websites (social media and the website), as part of information and promotional activities, solely on the basis of consent given (Article 6(1)(a) of the GDPR).

Only the entities entitled to obtain personal data under the existing legal provisions shall be the recipients of personal data. Your data may be transferred to entities that process personal data on behalf of the Controller, e.g. IT service providers, entities providing legal and advisory services and other data processors, for the purpose specified by the Controller - whereby such entities only process data on the basis of a contract with the Controller.

5. Personal data will be processed for no longer than is necessary for the proper organisation of the conference, and thereafter for the duration of the event's financial settlement and the statutory retention period for documentation.

6. Providing personal data is voluntary, but necessary in order to take part in the conference. Providing the data required to issue an invoice is a legal obligation. Providing data processed on the basis of your consent is voluntary.

7. In relation to the processing of your personal data, you have the right to:

1) access the content of your personal data,

2) rectification of data,

3) restriction on the processing of personal data,

4) data portability,

5) object to such processing,

6) withdraw your consent to the processing of data – where the basis for processing is consent,

- in accordance with the terms and conditions set out in the GDPR. The following rights can be exercised by contacting the Controller.

8. In addition, you have the right to lodge a complaint with the President of the Office for the Protection of Personal Data when it is justified that your personal data is being processed by the Controller contrary to the provisions of the GDPR.

9. Your personal data will not be processed by automated means, including profiling.

10. Your personal data will not be transferred to international organisations or third countries.

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Editorial requirements – guidelines for authors

I. Text layout and formatting

1. The text should be prepared and saved in *.doc, .docx or .odt format.

2. The text of the article should be formatted in accordance with the guidelines, i.e.:

a) First name and surname, full academic rank and title of the author(s), affiliation.
b) The title of the article in Polish* and English
c) Abstract in Polish (up to 800 characters, including spaces)*.
d) Abstract in English (up to 800 characters, including spaces).
e) Keywords in Polish (max. 5)*.
f) Keywords in English (max. 5).
g) Table of contents.
h) Main text (Polish version**): 0.5 publishing sheet – 20,000 characters including spaces (of which a portion – max. 30% – may consist of photographs, illustrations or tables).
i) Bibliography.
j) List of illustrations.

3. The article should have a clear introduction, a structure that reflects the content of the text, and a conclusion.

4. The text of the article should be formatted in accordance with the guidelines, i.e.:

- Format: A4.
- Page orientation: vertical.
- Standard margins: 2.5 cm.
- Font for titles and headings: Times New Roman, font size: 12 pt, font weight: bold.
- Paragraph font: Times New Roman, font size: 12 pt, font weight: normal.
- Font for longer quotations, footnotes and image captions: Times New Roman, font size: 10 pt, font weight: normal.
- Alignment: left-aligned.
- Line spacing: 1.5 lines.
- Paragraph indentation: none.
- Calculations in the text: done by hand. Please do not use automatic bullet points or numbering.
- The bibliography and footnotes compiled in accordance with the guidelines.

5. Tables (accepted file formats: *.doc) – maximum dimensions: 12.5 cm horizontally and 19.5 cm vertically. You should avoid separating individual lines with horizontal lines. Centre the text in the table headers across all columns, both vertically and horizontally.

* obligatory only for Polish-speaking authors
** for English-speaking authors main text in English

II. Requirements for bibliographical references

1. A footnote is indicated by a superscript Arabic numeral, which is placed before the punctuation mark.

2. Footnotes are placed at the bottom of the page on which the quoted sentence appears.

3. Footnotes are numbered consecutively.

4. Footnote format: Footnote number, Author's first initial and surname, Title of the source, Translator's first initial and surname, Place of publication and Year of publication, Page number.

5. Titles of books and articles – in italics. Magazine titles – in quotation marks. Document titles – in plain text.

6. The next mention, following the pattern: I. Surname, Short title, p. 2.

7. Where an author's text is not quoted but merely summarised, paraphrased or referred to for further information, the footnote should be preceded by the appropriate abbreviation: cf./see

FORMATS FOR BIBLIOGRAPHIC REFERENCES:

(a) monographs:

J. Nowak, *Art and Culture*, trans. J. Purchla, Krakow 2010, p. 51.
Art in the City, ed. B. Szydłowski, Poznań–Warsaw 1993, p. 65.

(b) articles in collective works:

J. Nowak, *Culture and Art*, [in:] *Art magazine*, ed. J. Kowalski, Wrocław 2001, p. 14.
K. Kulińska, *Revisionism in Art*, [in:] *The Aesthetics of the Crowd*, ed. L. Szydłowski et al., Poznań 1997, p. 261.

(c) articles in newspapers and magazines:

if the publication specifies the volume or annual number as well as the year, the following applies:

J. Milczy, *Feminism in the Art of Frida Kahlo*, "Miesięcznik Sztuka", 4 (2010), p. 15.

if the publication specifies not only the year but also the volume and issue (number), the following applies:

M. Tolońska, *Archetypes of* Nature, "Sztuka Czasu", 46 (2010), no. 2, pp. 7–10.

(d) articles on websites:

I. Surname, *Article title*, www…..htm [accessed: 1.12.2020].

III. Bibliography requirements

1. The bibliography is at the end of the text.

2. The sources are listed in alphabetical order.

3. Entries in the bibliography should be prepared in accordance with the guidelines for footnotes, with two exceptions:

- In the bibliography, the author's surname is given first, followed by the initial of their first name.

  Bibliography format:

  Surname of the author and initial of the first name (followed by any co-authors, if applicable), Title of the book, trans., Initial of the first name (of the translator), Surname (of the translator), Place of publication and Year of publication.

- In the case of articles in collective works or magazines, and dictionary entries, the full page ranges should be given (unlike in footnotes, where only the pages actually referred to are listed).

4. If the text has been translated, please state the translator's initial and surname.

IV. Requirements for graphic materials

1. Graphic files must be supplied separately in .jpg or .tif format, with a resolution of 300 dpi, in CMYK.

2. Image files containing text must be supplied in a format that allows the text to be edited (for proofreading and translation purposes).

3. If no files are provided, or if files are submitted in formats that cannot be opened by the Editorial Team's graphics software, authors will be asked to amend their material and resubmit it if changes are required. If the graphic files provided do not meet the above requirements, the graphic designer may ask for them to be redone.

4. Graphic files should have a resolution of 300 dpi; maximum dimensions: width 170 mm, height 230 mm. If the graphics have a lower resolution, you should bear in mind that they may need to be scaled down (to increase the resolution) or that there may be a loss of quality in the print.

5. The images should also be placed in a text file at the relevant points in the article.

6. Visual materials should be described in the text, stating the content and the author of the image file (and the source, where applicable), e.g.:

Fig. 1. The house of Zofia and Oskar Hansen in Szumin, photo: Jakub Certowicz, https://www.bryla.pl/bryla/7,85301,22873134,domu-zofii-i-oskara-hansenow-stal-sie-nowymoddzialem-muzeum.html/ [accessed: 21 May 2021].

Fig. 2. The house of Zofia and Oskar Hansen in Szumin, photo by the author.