

Extended Abstract Guidelines for Short Papers, Workshops, and Posters for ATN Assessment Conference: November 2010, Sydney

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Keywords – maximum of 5 terms.

Introduction

These guidelines detail the formatting of the extended abstracts for Short Papers, Workshops, and Posters and the procedure for submission by authors. They have been formulated to standardise the formatting and submissions procedures of all the submissions. There is a separate formatting guidelines document for the eventual publication of short papers on the conference website. Short Papers for post-conference website publication have the same formatting requirements as Full Refereed Papers – except for the word limit. Short Papers have a word limit of 3000 words, whereas Full Papers have a word limit of 5000 words. Please follow these guidelines closely.

Non-refereed papers may include scholarly case studies of innovative practice, research in progress or preliminary research findings.

Procedure for submission of extended abstracts for Short Papers, Workshops, and Posters.

The extended abstract will have a similar format for each of the three types of submissions.

a. Extended Abstracts

Extended abstracts have a limit of 500 - 1000 words. It is strongly advised that you set out the Extended Abstract for the reviewers' consideration using the following headings:

Short Papers:

- Introduction: aims and background literature (including relevance to conference themes and intended audience)
- Methodology, or Description: of the practice and evaluation methods
- Practice or Research: findings and/or Next Steps
- Conclusions and Implications: for theory, practice and/or policy.

Workshops

- Introduction and background literature (brief) including relevance to conference themes and intended audience
- Clear and coherent description of the workshop aims, methods for actively involving participants and intended outcomes for participants. This section is very important for workshops.
- Implications for theory, practice and/or policy.

Posters

- Introduction: aims and background literature (brief) (including relevance to conference themes and intended audience)
- Clear description of the practice, innovation or work in progress
- Implications for theory, practice and/or policy.

b. Program Abstract

Short Paper submissions also require a 250 word Program Abstract for the Conference Program book. Please make sure you keep to this word limit as only the first 250 words will be printed.

c. Abstract Submission

Please submit both the Extended Abstract and Program Abstract for review using the online submission system by 19 July 2010 at 11.00pm EST. You will be advised of acceptance for the conference program by 23 August 2010. Short paper presenters who have their Extended Abstract accepted for the conference must also submit a valid registration for the conference by 12 November 2010.

d. Paper for Website Publication

Next, you should prepare your paper and your presentation for the conference. Authors will be advised of their presentation times by 30 October 2010. Duration of presentation will be between 20 and 30 minutes. The exact timing will be advised when the conference program is published. Short Papers should be a maximum of 3,000 words in length, and follow the formatting guidelines on the contributions page. Following the conference, authors may submit the revised paper for non-refereed publication on the conference website, subject to meeting appropriate scholarly standards of writing and presentation. Deadline for final short paper submission is 29 November 2010. The paper is to be submitted in .doc format.