

# 26<sup>th</sup> TAFISA World Congress, Tokyo 2019

## Call for Papers

Take the opportunity to be a poster presenter at the 26<sup>th</sup> TAFISA World Congress 2019, Tokyo, Japan!

**The deadline to submit abstracts is August 7<sup>th</sup>, 2019.**

Interested parties are welcome to submit contributions in line with the Congress' sub-themes (see the Congress website), to present a poster at the Congress' poster session

All submissions will be reviewed by the Congress' Scientific Committee, which will inform applicants of the results of the procedure in due time before the event.

### **RULES AND INSTRUCTIONS FOR SUBMITTING AN ABSTRACT**

1. The applicants can submit an abstract of a poster in one of the five sub-themes.
2. All abstracts must be submitted to the Congress official e-mail address: **tafisaposter2019@gmail.com** as attached files, along with the following submission rules.
3. All abstracts must be written in English.
4. To be considered for review, all abstracts must meet the size requirements of **maximum 2.500 characters (without spaces) or less**. Abstracts of more than 2.500 characters will not be accepted. The maximum size of a poster is **120 cm X 90 cm**.
5. If the applicant is a college/university/graduate school student, he/she can be a candidate for the **TAFISA Student Paper Award ("TAFISA SPA")**. If you are a student, please specify your status (grade, course) at your school, and clearly state that you would like to participate in the "TAFISA SPA".
6. Only fully completed submission forms will be accepted. Incomplete or incorrect submissions will be returned to the author and must be resubmitted immediately in the correct format to be considered in the abstract review.
7. There is no charge for submitting an abstract, but all authors (presenters) of "accepted abstracts" must register and pay the registration fee to make a poster presentation at the Congress.
8. The Congress' Scientific Committee will review all abstracts and notify the applicants whether their abstract is accepted or refused **by August 13<sup>th</sup>, 2019**.
9. The presenter of an accepted abstract must participate in the programme at the time scheduled. The Organising Committee will check if the abstract submitter paid the registration fee or not before finally deciding whether or not the submitter can display his/her poster during the Congress.
10. No remuneration or payment of expenses will be provided for poster presenters.
11. It is the responsibility of the author/presenter to inform the Organising Committee of any changes in email contact information. The Organising Committee cannot be responsible for abstract submissions not received through the Congress' official e-mail address or for submission errors caused by internet service outages, hardware or software delays, power outages or unforeseen events.
12. All abstracts might be collated into a (digital) book of abstracts and made available to participants at the Congress and on the official website: <https://tafisa-japan2019.jp/> Abstracts will be published exactly as they are submitted.

**【Information need to be attached to the Abstract】 \***

\*The characters of the information below will not be counted as a part of 2,500 (maximum characters of an Abstract).

**1. Title of Poster Presentation**

**2. Congress' Subtheme related to the Poster Title**

**3. Main Presenter Information**

- (1) Title (Professor, Associate Professor, Dr, Ms, Mr, Mrs):
- (2) Name (First & Last Name)
- (3) Position
- (4) Organisation / University / or Others
- (5) Country
- (6) Email address
- (7) Telephone Number (Starting with the "+ Country-Code")

**4. Co-presenter/s Information**

- (1) Title (Professor, Associate Professor, Dr, Ms, Mr, Mrs):
- (2) Name (First & Last Name)
- (3) Position
- (4) Organisation / University / or Others
- (5) Country
- (6) Email address
- (7) Telephone Number (Starting with the "+ Country-Code")