

Call for Proposals for the 23rd Annual Conference of SIETAR Japan
Theme: “The Promotion and Contribution of Intercultural Education and Training”
(November 8th & 9th, 2008 at Shinshu University, Faculty of Education, Nagano City)

SIETAR Japan will hold its 23rd Annual Conference on Saturday, November 8th and Sunday, 9th, 2008 at Shinshu University, Faculty of Education, Nagano City, Nagano.

Please follow the guidelines given below and be sure to submit your proposal by the deadline. We look forward to hearing from you.

Conference Director: Hiroko Koike (Shinshu University)

Instructions for Proposals (10 items):

1. Presenter's name(s) (List surname first; please include kanji if applicable. List all the names of the presenters if the proposal is a group presentation.)
2. Professional affiliation
3. Contact address, telephone/fax numbers, e-mail address
4. Title of presentation (In the language to be used. The title cannot be changed.)
5. Type: Presentation (30 min.); Workshop (70 min.) or Panel discussion (90-120 min.)
6. Language to be used (English, Japanese)
7. Presentation proposal (In the language to be used; English: 300 words, Japanese: 900 characters)
8. Presentation keywords (3 keywords other than *intercultural*)
9. Presenter's profile(s) (In the language to be used; English: 50 words for each person, Japanese: 100 characters)
10. Equipment needed (Equipment will not be available unless you specify a request at the time of application. The equipment *actually* available will be confirmed later. All of the classrooms are equipped with flexible furniture.)

Deadline: Monday, June 30, 2008

(Please note that the deadline will be strictly adhered to.)

Proposals must be typed using 12-point font size (A4-size paper). Please send the proposals preferably by e-mail (subject: proposal), or send a floppy disk or CD (acceptable file format: Microsoft Word or plain text; indicate if the disk is PC [Windows] or Mac formatted) by regular mail. Incomplete proposals will not be considered. Please check to be sure you have all 10 items above included in your proposal.

Attention: Those wishing to propose a presentation for the conference must be a member of SIETAR Japan or another SIETAR organization. Presenters are also expected to pay the full conference fee.

Proposal submissions should be sent to:

E-mail: conference2008@sietar-japan.org

Subject: **proposal**

Regular mail: Prof. Hiroko Koike

Shinshu University, Faculty of Education

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