The 11th ASAE International Conference
Guidelines for Symposia

Presenter Requirements

- Symposium organizers must submit a symposium proposal using our submission system in the conference home page by 23:59 on December 2, 2022 (Tokyo time).
- Acceptance of your proposal will be sent to an organizer via email by late December, 2022.
- Once your proposal is accepted, symposium organizers and presenters must submit a full-length paper using our submission system by 23:59 on February 3, 2023 (Tokyo time).
- All organizers and presenters must register for the 11th ASAE international conference by 23:59 on February 28, 2023 (Tokyo time).

Symposium Proposal Style Guidelines

- Please prepare a symposium proposal following the template for symposium proposal presented at the conference home page (https://www.asae2023.tokyo/en/cfp).
- Proposals must be submitted in a PDF format.
- 3-4 papers are expected to be presented in a symposium.
- The length of abstract for each paper must be 1000 to 1500 words.
- Each abstract must include title, author(s) and affiliation(s), rationale, objectives, methodology, key findings, conclusions, and 3-5 key words.
- It must be written in English, use Times New Roman, size 12, single (1.0) spacing

Full-length Paper Style Guidelines

- Each paper in the symposium must follow the guidelines for selected presentations.
- All presentations must be combined into one PDF file for submission.
- Please keep a submission under 10 MB.
- There is no length limitation, but less than 25 pages of each paper is preferred.
- Double-spaced, single-sided format is requested.
- For more details, please follow Agricultural Economics (the journal of the International Association of Agricultural Economists) style guidelines (https://iaae-agecon.org/page/author_guidelines)

File Uploading Guidelines

- File names for symposium presentations should follow the following rule.
  Proposal: s_*first name(alphabet)_last name(alphabet)_*s.pdf

Full-length paper: s_*first name(alphabet)*_*last name(alphabet)*_p.pdf

Replace *first name* and *last name* with the organizer's first and last name.

Conference Presentation Guidelines

- Each symposium is given 90 minutes in total.
- Every speaker will present his/her paper and discuss another paper to be presented in the symposium.
- While the organizer may decide the time allocation across presentations, as a default, each presentation is given 22 minutes; 17 minutes to present and 5 minutes for discussion.
- The organizer is recommended to bring your own laptop computer with a HDMI or RGB port for your symposium. A projector and a connection cable will be available at each conference room.
- The organizer is recommended to come to the conference room at least ten minutes before the symposium starts and check the operation of your computer.

Journal Submissions

- Each paper presented in a symposium for the 11th ASAE International Conference is encouraged to submit to the Asian Journal of Agriculture and Development (AJAD) or the Japanese Journal of Agricultural Economics (JJAE).
- A set of symposium papers cannot be submitted collectively. Presenters must submit each paper separately, and each paper will be evaluated separately.
- To submit to AJAD, please follow the journal guidelines (https://ajad.searca.org/guidelines)
- To submit to JJAE, you will have two options, research letters or a full-length article. Research letters must be within 6 pages. Please note that there will be a submission fee for all submissions (JPY 5000), and a publication fee once your paper is accepted (the fee depends on the number of pages). For more details, please check the JJAE guidelines (https://www.aesjapan.or.jp/postreg_e).

Contact Us

If you have any questions, please contact us from "Contact" at the conference website (https://www.asae2023.tokyo/en/contact).