

The Japan Association of College English Teachers (JACET)
CALL FOR PAPERS
THE JACET 47th ANNUAL CONVENTION
SEPTEMBER 11 (Thu) –13 (Sat), 2008 WASEDA UNIVERSITY – TOKYO, JAPAN

Paper Topics: Any theoretical and/or practical topic relevant to language education and the convention theme, “What is Global English Communicative Competence?: A Reconsideration of English Education in Japan”.

1. Types of Presentations

*Due to the rise in the number of PowerPoint presentations, one session was reduced to 25 minutes to allow a 10-minute break between the two sessions in the same block for (1)(2)(3)(7) below.

- (1) Research Paper on ELT and Related Disciplines: 25 minutes (15~20 min. for presentation plus 5~10 min. for Q&A)*
- (2) Report on Classroom Activities: 25 minutes (15~20 min. for presentation plus 5~10 min. for Q&A)*
- (3) Case Study on ELT Curriculum: 25 minutes (15~20 min. for presentation plus 5~10 min. for Q&A)*
- (4) Welcome to My Classroom: 45 minutes (15-20min. for video viewing, 20-25 min. for explanation and Q&A)
(Refer to 4. ‘Information regarding Welcome to My Classroom’” on the next page.)
- (5) Symposium/Workshop: 90 minutes (Refer to 5. ‘Information regarding Symposium/Workshop’ on the next page.)
- (6) Poster Session: One day. Posters must fit in a panel that is ca. 120cm × 180cm.

The presenters must be available during the designated one-hour period.

- (7) Publisher’s Presentation: 25 minutes (15~20 min. for presentation plus 5~10 min. for Q&A)*

2. Eligibility

- (1) All applicants must be **JACET members** and have paid the member fees for the fiscal year 2007, i.e. December 31st 2007, otherwise they are not eligible for the screening.
- (2) Each member is eligible for **only one** presentation.
- (3) Papers should not have been previously published or presented.
- (4) Papers should be read at the convention by their authors. All authors must be present at the time of their presentation. In case of emergency, notify the JACET office. ★All absentees will be announced in the JACET Newsletter.
- (5) Presentations in English are highly encouraged.

3. Application Procedure

For all types of presentations described above, send the application form, **four** copies of the presentation abstract, and a floppy disk or CD-R with the abstract to the address at the end of the next page.

(1) Application Form

Refer to the sample application form on the JACET homepage (<http://www.jacet.org/>), and fill in all the necessary information. Every presenter should fill in an **application form** (even in case of group presentations), and the name of the moderator should be indicated. The form may be copied locally. Fill in the **yellow** application form for “Research Paper”, “Report on Classroom Activities”, “Case Study”, “Symposium/Workshop”, or “Poster Session”. Fill in the **blue** form for “Welcome to My Classroom”, and the **pink** form for “Publisher’s Presentation”.

(2) Inquiry Regarding the Use of Equipment

Refer to the sample application form on the JACET homepage (<http://www.jacet.org/>), and fill in all the necessary information. For group presentations, submit only ONE form completed by the moderator.

(3) Presentation Abstract (Refer to the sample abstract on the JACET homepage at <http://www.jacet.org/>).

- ① Research Paper, Case Study, Poster Session: research aim, hypothesis, methods, conclusion, etc.
- ② Report on Classroom Activities: student profiles, number of students, class objectives, lesson procedure, etc.
- ③ Welcome to My Classroom: student profiles, number of students, class objectives, lesson procedure, etc.
- ④ Symposium/Workshop: aim, content, name of the moderator, etc.
- ⑤ Publisher’s Presentation: research aim, hypothesis, methods, conclusion, etc.

The **abstract** must be on **A4** size paper.

- If the presentation is in Japanese, write horizontally, 40 strokes per line. Include an English title under the Japanese title.
- Indicate the field to which your topic is most closely related in the upper-left corner. (Please refer to “Fields” of the application forms.)

- **Two pages** maximum; 70 to 90 strokes per line, double spaced, 30 lines per page.
- A total of **four copies** of the abstract should be submitted to JACET, along with a copy of the application form for each presenter.
- Once your proposal has been accepted for presentation, your abstract will be used for the conference book. Therefore, it should be a carefully-checked “camera-ready” final version.
- Refer to the conference book for the 46th convention for models.

Please prepare your own handouts for your presentation.

(4) Floppy disk or CD-R

Please send a 3.5-inch 2HD disk or CD-R (readable on Windows PC) with your manuscript saved as a text file. The abstracts, videos, or other related materials for presentations will not be returned, regardless of whether they are accepted or rejected.

4. Information regarding “Welcome to My Classroom”

(1) Content / number of presentations accepted

- ① In “Welcome to My Classroom”, the teacher or facilitator of the class shows a video of his/her class(es) and explains his/her intentions and goals. It is followed by a question and answer session with the participants.
- ② Two presentations will be selected.

(2) Type of classes concerned

There are no regulations. The following are examples of types of classes.

- ① A term-long or year-long class: Videotape some scenes and edit down to 15-20 minutes.
- ② A particular class: In a class with a particular goal or a class in which the same set of activities is repeated, videotape one whole class and edit down to 15-20 minutes.
- ③ A particular scene in class: Videotape the particular scene which depicts the problems or issues.

(3) Application procedure

Applicants for “Welcome to My Classroom” should submit an abstract including class objectives, class procedure, etc. (250 words) as well as a copy of the 15-20-minute VHS videotape or DVD-R to be used at your presentation.

5. Information regarding “Symposium and Workshop”

Symposium

- (1) Moderator The number of presenters shall be not less than two but not more than five, and their names shall be clearly indicated.
- (2) Procedure
 - ① The host of the symposium, who can also be a presenter, expedites the proceedings.
 - ② The presenters make their presentations one by one.
 - ③ The presentations are followed by a discussion among the presenters.
 - ④ After the discussion among the presenters, all participants are encouraged to participate in another discussion session (no less than 15 minutes).
 - ⑤ The host of the symposium summarizes the points and proposals made during the sessions.

Workshop

- (1) Moderator The presenters shall be either individuals or a group of individuals. (In case of a group, the names of the host of the presentation and the presenters shall be clearly indicated.)
- (2) Procedure
 - ① The presenters or the hosts of the presentation expedite the proceedings.
 - ② The presenters pose scenarios to which the participants are encouraged to give solutions.
 - ③ The participants grapple with the subjects with the guidance of the presenters.
 - ④ The presenters interact with the participants to give the solutions.
 - ⑤ The presenters summarize the points and proposals made during the interaction.

6. Selection of Presentations

After the final selection of presentations, you will be notified in writing of the status of your proposal at the end of March, 2008.

7. Due Date: **FEBRUARY 16 (Sat), 2008**

8. Send to: The 47th JACET CONVENTION STEERING COMMITTEE

The Japan Association of College English Teachers (JACET)

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