

**Japan Association of College English Teachers (JACET)
62nd International Convention (Tokyo, 2023)
“SIG Presentation” Application Procedures**

Japan Association of College English Teachers (JACET)
Research Promotion Committee

1. International Convention Theme

Reframing Collaboration in Language Education and Beyond

2. “SIG Presentation” Presentation Date

Poster display Aug. 29 (Tues) 9:30 am ~

Poster presentation Aug. 31 (Thurs) 13:15 pm ~ 14:15 pm (withdrawal at 14:30 pm)

Venue Meiji University, Surugadai Campus, Academy Common, Room 14 (309H)

3. Presentation Types

SIG Presentation (60 mins.): Presentations that discuss the work of a particular SIG.

4. Application Requirements

(1) The application must be made by a JACET SIG listed on JACET website.

(2) The first presenter must be a member of JACET.

5. Presentation Format

(1) Presenters will have face-to-face poster presentations only, including Q and A sessions.

(2) Presentations should be delivered in English or Japanese.

(3) In principle, presenters will be responsible for running their session.

(4) The presentation space for each SIG is up to A0 in size (vertical, 1,189mm x 841mm).

(5) Presenters' names should be listed on the poster.

6. Application Procedure

Required information (SIG name, chair, vice chair) should be filled out in Japanese and English in the application form below:

<https://forms.gle/wMbcKYjVxaSw2Mfk9>

Note: Submission of titles is optional, and submission of abstracts is not required.

7. Submission Period

May 15, 2023 (Monday) ~ June 14, 2023 (Wednesday) 23:59:59 JST

8. Schedule after Application

- (1) Once the application is complete, an email notifying the completion will be sent to the corresponding presenter's email address.
- (2) "SIG Presentation" program and presentation slots will be published subsequently in this website.

9. Presentation/Participation Fee

	Corresponding presenter	Co-presenter	Participant (Non-presenter)
Member	10,000 yen	10,000 yen	10,000 yen
Student member	0 yen	5,000 yen	5,000 yen
Non-member	-	15,000 yen	15,000 yen
Student, non-member	-	5,000 yen	5,000 yen

Note: "Member" includes a member of JACET affiliated organizations (ALAK, CELEA, ETA-ROC, KATE, MELTA, PKETA, and Thailand TESOL) and/or a member of an AILA Affiliate.

Note: All SIG presenters are required to pay the corresponding presenter fee or co-presenter fee.

10. Contact Details

All inquiries about "SIG Presentations" can be emailed to convention@jacet.org (Person-In-Charge: Satomi Yoshimuta).

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