



ABSTRACT AND MANUSCRIPT GUIDELINES

- Abstracts must be submitted in English (American), not more than 300 words, submitted as an MS Word file (.doc or .docx), with keywords (up to six keywords).
- Manuscript should be prepared on A4 size paper, 12-point Times New Roman, single spaced, left and right justified.
- Separate paragraphs by a blank line and do not indent the beginning of the paragraphs; maximum number of pages for the manuscript is 10 pages.
- Structure paper in major and sub-headings, including Introduction, Methods and Materials, Results and Discussion, Conclusions, and References.
- Top of page should contain the title of the paper in bold capital letters, with the conference thematic area it belongs to, centered on the page width.
- Complete names of authors, their affiliations, and email addresses should be included. Underline the name of the presenter, centered on the page width.
- Include full contact details of submitting author/presenter (mobile number and email address).
- Use gender-neutral language and American rather than British spelling. For words that have several acceptable spellings and/or formats, prefer the format prescribed in the Webster's Third New International Dictionary (Unabridged).
- Italicize foreign words (i.e., not in English).
- Spell fully numbers from zero to nine except when followed by a unit of measure (e.g., three; 3 kg); Arabic numerals should be used for all other numbers (e.g., 14).
- Each table and figure (accompanied by the original tabulated data) must be numbered in order and placed at the end of the article. Submit editable tables and figures.
- All measurements should be expressed using International System of Units (SI). If local units must be used (e.g., cavan, rai, chupa), SI unit equivalent values must be shown beside the value or on footnote.
- Use the three-letter currency code as monetary units. The USD equivalent should be given when other monetary units are used.
- Reference list entries and in-text citation follow the Chicago Manual of Style (or CMOS). See examples below:
 - **(Reference list entry)** Albiston, C.R. 2005. "Bargaining in the Shadow of Social Institutions: Competing Discourses and Social Change in the Workplace Mobilization of Civil Rights." *Law and Society Review* 39(1): 11-47.
 - **(In-text citation)** As legal observers point out, much dispute resolution transpires outside the courtroom but in the "shadow of law" (Mnookin and Kornhauser 1979).



ABSTRACT TEMPLATE

TITLE OF PAPER

Surname, First Name (Initial only)¹, Surname, First Name (Initial only)²
and Surname, First Name (Initial only)³

¹*Department, Faculty, University, Country*

²*Unit/Department, Institute/Organization, Country*

³*Unit/Department, Institute/Organization, Country*

*author@gmail.com (*Corresponding author's email only)

(Underline the name of the Presenter)

ABSTRACT

An abstract is a single paragraph, without subheadings, bullets, indentation, or references. It should be a precise summary of your presentation that states the problem, objectives, methods used, and major results and conclusions drawn. It should be single-spaced in 12-point Times New Roman, left and right justified. If there is a need to cite references, please provide the sources in brackets. Use only the SI units. The first part of your abstract should state the problem or issue that your study addresses and explain your rationale for undertaking it. The purpose of your study is to solve this problem and/or add to your discipline's understanding of the issue. Your abstract should also describe the research methods and indicate the results or outcomes of the work you have done so far. Finally, your abstract should close with a statement of the study's implications and contributions to its field. The content of the abstract will be the basis for acceptance of paper presentation at the international conference. The abstracts will be peer-reviewed and authors will be informed about acceptance for presentation via email. Be sure to abide by the word limit for the abstract (maximum of 300 words). The abstract should be submitted in MS Word (.doc or .docx) document. Keywords should be given leaving a one-line space below this text.

Keywords: abstract, paragraph, summarizes, justified (maximum 6 words)

Themes: (1-3 most relevant themes from the conference sub-themes. Visit the website (https://bit.ly/8thapeaenconf_abstracts) and refer to the conference sub-themes indicated.



Biography

Please send your biography together with the abstract using the following format:

1. Full name
2. Position /department/organization/country
3. Biography (word count should not exceed 80 words)
4. Contact information (address, contact/mobile number, email address, Twitter account & LinkedIn account, if applicable)
5. Presentation Category: (Oral presentation/ Poster presentation)
6. Author Category: (Student/ Professional)
7. Name for the Certificate

Example Biography:

Josefina Dizon
Professor Emeritus
College of Public Affairs and Development
University of the Philippines Los Baños
Los Baños, Laguna, Philippines
Biography: (Only 80 words)

Colored
photograph with a
minimum size of
3.8cm x 2.5cm



Since joining the University of Philippine Los Baños, Josefina has been involved with studies related to Institutional Development, Participatory Action Research and Extension, Community Organizing, Project Monitoring and Evaluation, and Social Impact Assessment. She has served as Professor and Dean of the College of Public Affairs and Development. She holds a Bachelor of Science and a Master's degree in Agriculture, a Master of Science degree in Social Forestry, and a Doctorate in Community Development, all from UPLB.

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Category: Oral Presentation

Presenter Category: Professional

Name for the Certificate: Josefina Dizon



POSTER PRESENTATION GUIDELINES

- Poster format is A0 vertical (841x 1189 mm).
- Poster title should be identical to the title of the accepted abstract.
- Remember that the viewer must be able to read the text from a distance of up to 1.5 m.
- It is useful to have A4 sheet handouts of your poster. Please make sure you provide your contact details on the handout.
- The conference program will list your name and poster title together with a designated poster number.
- Please set up your poster on the board where your number is displayed. Conference staff will help you to locate the correct area.
- Posters should be set up on Wednesday morning 18 Oct. during the coffee break.
- Posters will be on display during the whole duration of the conference.
- Please be in your poster area during the designated time for poster presentation on 20 Oct. as indicated in the Conference Program.

**All posters must be removed at the end of the conference. If you must leave before your dismantling time, please designate a colleague to be responsible for removing your poster.*

**Any posters remaining after the conference may be disposed.*