CALL FOR ABSTRACTS

There is a “Rolling Review & Acceptance” for all submitted abstracts. You will receive notification of your abstract’s status from the WACE Secretariat within two weeks of your original submission.

Please do not submit more than two abstracts, as we would like to encourage and allow as many people as possible to present a session. Thank you for your cooperation!

We will be accepting abstracts (250 words, with the exception of the Poster Presentation; please see ABSTRACT SUBMISSION LINK on website for form & criteria) from the six following categories:

I) Refereed Paper*
II) Paper Presentation
III) Panel Session
IV) Workshop Session
V) Roundtable Discussion / Academic Salon (Multiple Presenters)
VI) Poster Presentation

*Please note the earlier submission deadline of February 1, 2012 for Refereed Paper Abstracts in the below description.

There will be no deadline extensions or exceptions for the Refereed Paper process. Thank you.

CATEGORY I: Refereed Paper

Refereed Papers are those that are written with the intention of being published in an educational journal subsequent to the conference, and therefore the review of both their initial abstract and final paper will be conducted through a blind-review process. Refereed Papers can be submitted as either a RESEARCH Paper (describing research into aspects of cooperative & work-integrated education) or a DISCUSSION Paper (review of relevant literature and/or discussion of innovative cooperative & work-integrated education practice or programs). All Refereed Papers will be included in the online Conference Proceedings as such. The online Conference Proceedings will contain an assigned ISSN.

Refereed Paper Guidelines:

- Presentations will be scheduled in a 25 minute time slot, with indicatively 15 minutes of presentation and 10 minutes of discussion.
- If the abstract is accepted, a full paper must be submitted no later than February 15, 2012 for the blind-review process, in which the paper will be critiqued by a team of international reviewers who will submit completed evaluation forms to the WACE Secretariat, which may contain recommendations for improvement (to be conveyed to author(s)). Because of the tight timeframe between the February 1 abstract deadline and the February 15 full paper deadline, please consider submitting your abstract early, as you will allow yourself more time to complete the full paper.
- The full Refereed Paper requirements are:
minimum of six 400 word double-spaced pages and not exceeding twelve 400 word double-spaced pages, not including the cover page, notes, or bibliography

- APA format
- do not include your name or credentials for this blind review process; only final paper submissions for inclusion in the online conference proceedings (after edits are made based on reviewers’ feedback) should contain the authors’ names & credentials (as there will be no further blind review). If no additional versions of the paper are submitted (because the paper was accepted outright with no edits needed), the WACE Secretariat will insert the authors’ names onto the paper for the online conference proceedings.
- please see REFEREED PAPERS Tab on the conference webpage for detailed instructions
  - The paper submission may have several authors listed but only up to two presenters listed.

**Note:** The acceptance of a paper after the refereeing process does not guarantee that it will be published by a journal. Publication will be at the discretion of the journal of your choosing.

**Refereed Paper Deadlines:**
September 6, 2011 – February 1, 2012: Abstract Submission Period
*(with rolling review & acceptance: early submissions are highly recommended)*
By February 15, 2012: All FULL Refereed Papers Due
By April 1, 2012: All Refereed Paper Authors will Receive Comments
By May 1, 2012: All Refereed Paper Authors Must Register to be included in Program
By June 1, 2012: OPTIONAL – Submit Revised Refereed Papers for publication in online Conference Proceedings

**CATEGORY II: Paper Presentation (“Non-Refereed”)**
Paper presentations are those that are written without the intention of being published in an educational journal and feature research of the author(s) or a discussion relevant to cooperative & work-integrated education. The initial abstract submission must be accepted before a full paper can be optionally submitted for inclusion in the online Conference Proceedings. The full paper will not undergo a blind review process and will rather be included in the online Conference Proceedings as a Paper Presentation.

**Paper Presentation Guidelines:**
- Presentations will be scheduled in a 25 minute time slot, with indicatively 15 minutes of presentation and 10 minutes of discussion.
- If the abstract is accepted, an optional full paper (not exceeding ten 400 word double-spaced pages) can be submitted by the due date listed below to be included in the Conference Proceedings.
- The paper submission may have several authors listed but only up to two presenters listed.

**Paper Presentation Deadlines:**
September 6, 2011 – March 1, 2012: Abstract Submission Period
*(with rolling review & acceptance: early submissions are highly recommended)*
By May 1, 2012: All Paper Authors Must Register to be included in Program
By June 1, 2012: All full OPTIONAL Papers Due to be included in online Conference Proceedings
**CATEGORY III: Panel Session**
Panel Sessions must have at least three panelists and a prepared presentation. Such abstract proposals should be submitted by the designated Panel Host, who should explain the purpose of the panel, who the panel members are, and what they will present.

**Panel Session Guidelines:**
- Panel Sessions will be scheduled for an hour time slot, with indicatively 45 minutes for the panel and 15 minutes for discussion.
- A Full Paper should NOT be submitted for a Panel Session.

**Panel Session Deadlines:**
- September 6, 2011 – March 1, 2012: Abstract Submission Period
  *(with rolling review & acceptance: early submissions are highly recommended)*
- By May 1, 2012: All Panelists Must Register to be included in Program

**CATEGORY IV: Workshop Session**
Workshop Sessions are to be interactive sessions during which there are intermittent discussions and Q&A periods throughout the allotted time slot. Workshop facilitators are encouraged to bring handouts, use flipcharts, use PowerPoint slides, create small group discussion, etc. to facilitate discussion and interaction within the group.

**Workshop Session Guidelines:**
- Workshop Sessions will be scheduled for an hour time slot, with intermittent discussion throughout.
- A Full Paper should NOT be submitted for a Workshop Session.

**Workshop Session Deadlines:**
- September 6, 2011 – March 1, 2012: Abstract Submission Period
  *(with rolling review & acceptance: early submissions are highly recommended)*
- By May 1, 2012: All Workshop Facilitators Must Register to be included in Program

**CATEGORY V: Roundtable Discussion / Academic Salon (Multiple Presenters)**
This discussion-based, roundtable format session is adopted from WACE’s Eighth International Symposium in Graz, Austria. Presenters should select one of the three topics listed below around which to focus his/her session and should be prepared for an interactive, discussion-based session with no formal presentation of his/her paper. Presenters are encouraged to bring handouts, use flipcharts, and to not bring copies of a formal paper. The presenter should both share and gain information during this session.

*Academic Salon presenters will be paired with one, two, or three other presenters of the same topic.*

(Please see ABSTRACT SUBMISSION FORM to select topic.)

**Roundtable Discussion / Academic Salon Topics:**
1) Research related to Cooperative & Work-Integrated Education
2) Internationalization & Globalization of Cooperative & Work-Integrated Education Programs
3) Innovative Partnership / Pedagogical Models for Cooperative & Work-Integrated Education Programs
**Roundtable Discussion / Academic Salon Guidelines:**

Academic Salons will be scheduled for an hour time slot with intermittent presentation and discussion. Please keep in mind that this hour time slot will be shared by two or three other presenters.

- No PowerPoint presentations are allowed for this session type.
- A Full Paper should NOT be submitted for a Roundtable / Academic Salon Session.

**Roundtable Discussion / Academic Salon Deadlines:**

- **September 6, 2011 – March 1, 2012:** Abstract Submission Period  
  *(with rolling review & acceptance: early submissions are highly recommended)*
- **By May 1, 2012:** All Presenters Must Register to be included in Program

**CATEGORY VI: Poster Presentation**

A one hour, informal session scheduled during a coffee break. Delegates will walk around the poster area visiting the different sessions, asking the presenter questions, engaging in discussion, etc. Each Poster Presenter will prepare a poster which describes a program, new initiative, research, or any other component related to cooperative & work-integrated education. Poster Presenters may also bring hand-outs to distribute to those delegates who visit his/her poster session station.

Additional information regarding poster specifications will be emailed to those who submit Poster Presentations.

**Poster Presentation Guidelines:**

- The abstract for a Poster Presentation should be 50 words, rather than 250 words as for other session types.
- A Full Paper should NOT be submitted for a Poster Presentation.

**Poster Presentation Deadlines:**

- **September 6, 2011 – March 1, 2012:** Abstract Submission Period  
  *(with rolling review & acceptance; early submissions are highly recommended)*
- **By May 1, 2012:** All Presenters Must Register to be included in Program