

## Submission Guidelines

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### Abstract Submission Guideline

1. Abstracts must be original and never presented in any other conference.
2. Indicate the type of paper (e.g., conceptual, empirical).
3. Indicate area (and code) of your research according to the PsycInfo Classification (available at <http://www.apa.org/pubs/databases/training/class-codes.pdf>).
4. List 3-5 keywords related to your research.
5. Abstracts must be submitted within the deadline.
6. Abstract length should be between 150 and 200 words. Writing should be double spaced in 12 size Times New Roman font.
7. If the paper has multiple authors, please indicate the presenting author using bold-faced and underlined letters. The presenting author must register to participate in the conference
8. The deadline for abstract submission is October 1, 2017. The authors will be notified about selection by November 1, 2017.
9. Email your abstract to [submission@acbtcdhaka2018.com](mailto:submission@acbtcdhaka2018.com) and give a copy to [rumirj@gmail.com](mailto:rumirj@gmail.com)

### Poster Submission Guideline

1. Posters should be prepared on 84.1cm x 54.9cm or 33.1" x 23.4" (A1) size paper or other print material.
2. Make sure that the font size and style used in the poster are legible to the readers.
3. Ensure that the poster displays full names of the author and co-author/s, name of institution, and email address. At least one author should register to participate in the conference and s/he should be available to answer queries from the audience.
4. Posters will be displayed throughout the conference.
5. The author must remove the poster on the last day of the conference in the afternoon.
6. The deadline for Poster submission is October 1, 2017. The authors will be notified about selection by November 1, 2017.
7. The prepared poster must be submitted in printed form to the conference organizing committee by December 1, 2017.
8. Email your poster to [submission@acbtcdhaka2018.com](mailto:submission@acbtcdhaka2018.com) and give a copy to [rumirj@gmail.com](mailto:rumirj@gmail.com)

### **Submission Guidelines**

#### **Guideline for Proposing Workshop**

1. Contact the conference organizing committee through email ([submission@acbtcdhaka2018.com](mailto:submission@acbtcdhaka2018.com) with a copy to [rumirj@gmail.com](mailto:rumirj@gmail.com)) to express your interest to conduct a half-day pre- or post-conference workshop.
2. Please provide the following documents:
  - a. Title of the workshop;
  - b. A summary write-up (maximum 500 words) on the planned workshop;
  - c. Expected impacts or outcomes of the workshop;
  - d. Complete CV of the facilitator(s); and
  - e. A list of requirements for conducting the workshop.
2. The deadline for workshop proposal submission is October 1, 2017. The authors will be notified about selection by November 1, 2017.

#### **Guideline for Proposing Symposium**

Contact the conference organizing committee through email [submission@acbtcdhaka2018.com](mailto:submission@acbtcdhaka2018.com) with a copy to [rumirj@gmail.com](mailto:rumirj@gmail.com) to propose a symposium.

1. Please provide the following documents:
  - a. Title of the symposium;
  - b. Rationale for conducting the symposium in the upcoming conference;
  - c. Propose a chairperson and a co-chairperson for the symposium (the conference organizing committee will nominate another co-chairperson for the symposium); and
  - d. Complete CVs of the proposed chairperson and co-chairperson.
2. The chairperson of the symposium should take lead in contacting and collecting abstracts from individual researchers interested to take part in the symposium.
3. The deadline for symposium proposal submission is October 1, 2017. The authors will be notified about selection by November 1, 2017.
4. The chairperson will submit the complete set of collected abstracts to the conference organizing committee by December 1, 2017.