

**Guide to the 32nd Annual Meeting of
the Japanese Society for Environmental Education (Kitakyushu)
Aiming for the goal of a sustainable society from overcoming pollution
~ Transmission from the SGDs future city, Kitakyushu ~**

The 32nd Annual Meeting will be conducted partly face-to-face and partly online. Depending on the situation of the Covid-19, it may be changed to a fully online event. The decision will be announced by the beginning of June or earlier. If there are any changes, we will inform you via e-mail news as well as the society website.

1. Annual Meeting Outline

- Date: August 20, 2021 (Fri) – August 22, 2021 (Sun)
- Venue: The University of Kitakyushu, Kitagata Campus + online meetings (Zoom)
- Hosted by: The Japanese Society for Environmental Education (32nd Meeting Executive Committee)

<Meeting Method>

From the perspective of preventing infection with the Covid-19, some programs will be held both face-to-face and online. Each program will be held with following methods.

- Both face-to-face and online
 - Public symposium (August 21)
- Online only
 - General Meeting (August 20)
 - Reception (August 21)
 - International Meeting (August 21)
 - Oral Presentations (August 21-22)
 - English Presentation Session (August 22)
 - Project Research (August 22)
 - Regional Branch Meetings (August 22)

Please check the following notes. We are looking forward to your participation.

- Those who wish to participate in this meeting should follow the presentation method and attendance method separately determined by the executive committee. In the unlikely event that a problem occurs during the presentation at the online sessions, the Japanese Society for Environmental Education will be indemnified. In particular, please be careful of copyrights, portrait rights, personal

information, etc. in your presentation slide and other related files.

- The executive committee plans to provide as much support as possible when explaining how to use Zoom and making presentations, but please try to solve problems on your own related to computer operation, internet connection, video/audio, etc. as we cannot help you remotely.
- Please be aware that online presentations may be canceled depending on the situation.
- Please pay the out-of-pocket expenses such as communication charges and other charges to attend meeting by yourself.
- Other detailed notes regarding presentations will be announced when the program is published (scheduled for end of July).

<At the University of Kitakyushu>

Only public symposium will be held both in face-to-face (at Kitagata Campus) and online. However, depending on the spread of the Covid-19, the area and number of participants to join face-to-face may be limited.

The University of Kitakyushu, Kitagata Campus

4-2-1, Kitagata, Ogura-Minami-Ku, Kitakyushu-City, Fukuoka Prefecture, 802-8577, Japan

(<https://www.kitakyu-u.ac.jp/access/kitagata.html>)

<Online Sessions>

We plan to use the Zoom online conferencing system for the online sessions. You can participate from your computer, tablet or smartphone via the Internet. The presenter's voice and slides will be distributed remotely and displayed on the listener's device.

2. Registration and Payment of Participation Fees

All participants in the meeting must pre-register. Please access the meeting registration webpage, and submit the necessary information in the My Page Registration Form. After logging in to My Page, please pay the participation fee (for members) by credit card or through convenience store payment from "Registration and Payment" page.

If you need to submit a bill for reimbursement, please contact the 32nd Annual Meeting Secretariat (kitakyushu2021@jsfee.jp).

Annual Meeting Registration webpage (for members): https://srv3.asp-bridge.net/jsfee/form_input/

* Google Chrome is recommended when accessing the registration webpage.

Registration Type	Fee
Attendance only (general, group & supporting members) <ul style="list-style-type: none"> - Various programs (oral/poster presentations, project research, reception) with right to attend - Access to all abstracts 	¥ 1,000
Attendance only (student member) <ul style="list-style-type: none"> - Various programs (oral/poster presentations, project research, reception) with right to attend - Access to all abstracts 	Free
Presentation & Attendance (general, group & supporting members) <ul style="list-style-type: none"> - Various programs (oral/poster presentations, project research, reception) with right to attend - Access to all abstracts - Submission of research presentation (oral/poster) - Submission of project research presentation (representative) 	¥ 5,000
Presentation & Attendance (student member) <ul style="list-style-type: none"> - Various programs (oral/poster presentations, project research, reception) with right to attend - Access to all abstracts - Submission of research presentation (oral/poster) 	¥ 3,000
Attendance only (non-member) <ul style="list-style-type: none"> - Various programs (oral/poster presentations, project research, reception) with right to attend - Access to all abstracts 	¥ 2000

- If you are currently not a member of the society and would like to present your research, you have to join the society. Please refer to the membership webpage (<https://www.jsfee.jp/general/membership-application>) and complete your application by July 1 (Thursday).

If you have any queries, please feel free to contact the 32nd Annual Meeting Secretariat (kitakyushu2021@jsfee.jp).

3. Deadline for Submitting Your Presentation

The deadline of applying for presentations at the meeting and for submitting abstracts are as follows. Presenters must be regular members (general/student), group members or supporting members of the Japanese Society for Environmental Education. If you are a non-member and wish to become a presenter,

please refer to the application details (<https://www.jsfee.jp/general/membership-application>) on the society webpage and complete the enrollment procedure by Thursday, July 1. Presentation is limited to one per person and either as oral presentation or poster presentation. Presenting in both oral session and poster session (total two or more presentations) is NOT permitted.

- Deadline for joining member to be a presenter 6 pm, Thursday, July 1
- Deadline for submitting application for a presentation 6 pm, Friday, July 2
- Deadline for submitting for a Project Research 6 pm, Friday, July 2
- Deadline for submitting presentation abstract 6 pm, Friday, July 23
- Deadline for registration to attend the Annual Meeting 6 pm, Friday, August 6

(1) Applying for an Oral Presentation

- If you wish to make an oral presentation, please log in to My Page from the Registration webpage using the ID and password sent AFTER registered for participation. Then proceed to “Presentation Application” to submit the necessary information.
- Oral presentations can be made in either English or Japanese. If you make an English presentation, it will be allocated in the English Session regardless of the theme. Please note that presenting both in English and Japanese in one session is not permitted.
- Presentations will be made using the Zoom online conferencing system.
- Each research presentation is 15 minutes (10 min presentation and 5 min Q & A).

(2) Applying for a Poster Presentation

- If you wish to make a poster presentation, please log in to My Page from the Registration webpage using the ID and password sent AFTER registered for participation. Then proceed to “Presentation Application” to submit the necessary information. A poster presentation can be either in English or Japanese.
- Poster should be created and submitted IN ADVANCE of the meeting. It will be uploaded on the special webpage (currently under preparation) and questions will be submitted through that webpage. Where to submit the poster will be announced later.

(3) Applying for a Project Research

- Only the representative should apply for a group that wishes to make a presentation or to hold a small meeting as project research. Representative is limited to a member of the society. Representative should log in to My Page from the Registration webpage using the ID and password sent AFTER registered for participation. Then proceed to “Presentation Application for Project Research” to submit the necessary information.

(4) Notice of Registration Reception

- Once you complete your registration, we will inform you of the acceptance number with notice (e-mail) of application completion.
- Please note that the title of your presentation (oral presentation, poster presentation and Project Research) can't be change once registered.

(5) Registration of the Abstract

- If you are the representative of your presentation(s) (oral/poster presentation and/or Project Research), please log in to My Page from the Annual Meeting Registration webpage, proceed to "Presentation Application" and submit your abstract. Please note that the abstracts should not contain any figures or tables and should fit within a single page. If there are too many line breaks or paragraphs, it will not fit within 1 page.
- If you register for BOTH "oral presentation or poster presentation" AND "Research Project", please submit the abstract for each of them from My Page of the Annual Meeting Registration webpage.
- If submission is completed, you will receive a confirmation e-mail with information about points to keep in mind until your presentation. The deadline for submitting your abstract(s) is 6 pm on Friday, July 23.
- Your presentation title and presenter(s) can't be changed when submitting your abstract(s). Only your abstract(s) can be submitted.
- If you have any difficulties registering through the Annual Meeting Registration webpage, please contact the 32nd Annual Meeting Secretariat of the Japanese Society for Environmental Education (kitakyushu2021@jsfee.jp).

(6) Other Notes

- For group members and supporting members, only one person per group can present only one oral/poster presentation.
- Presenters in oral session and poster session must be members of the society. Other co-presenters do not necessarily have to be the member of the society.
- Please download the abstract booklet from the Annual Meeting webpage in advance with your own device. There is no sale abstract booklet.

4. Schedule of the 32nd Annual Meeting

	9 am	10 am	11 am	Noon	1 pm	2 pm	3 pm	4 pm	5 pm	6 pm	
August 20 Friday							Governing Board	General Meeting			
August 21 Saturday	Oral Presentations				Special Event: Public Symposium			COVID-19 Report	Reception		
	Poster Presentations Core time: 1:30 – 2:30 pm										
				International Meeting							
August 22 Sunday	Oral Presentations				Regional Branch Meetings			Project Research			
	Poster Presentations Core time: Noon – 1 pm										
	English Presentations										

5. Details of Meeting Programs

● Saturday, August 21

- Oral Presentations: 9 am – 12:30 pm
- Poster Presentations: Core-time = 12:30 pm – 1:30 pm
- International Meeting: Noon – 1:30 pm
- Public Symposium: 1:30 pm – 3:50 pm (Both in face-to-face and online)
Venue: The University of Kitakyushu, Kitagata Campus, Main Building
Fee: Free to join
- Report of the JSFEE New Coronavirus Infection (COVID-19) Emergency Research Project:
4 pm – 5pm
- Reception: 5:10 pm – 6 pm

Please join us as an opportunity for members to understand the activity policy of the society and freely express your opinions.

● Sunday, August 22

- Oral Presentations: 9 am – 12:30 pm
- Poster Presentations: Core-time = Noon – 1 pm

- English Presentation Session: 9 am – Noon
- Regional Branch Meetings: 2:30 pm – 3:30 pm
- Project Research: 3:45 pm – 5:45 pm

Inquiries:

The 32nd Annual Meeting Executive Committee International Desk at <iec@jsfee.jp>

Please direct all other inquiries by e-mail to the Meeting Secretariat at <kitakyushu2021@jsfee.jp>.

Please note that it may take several days to receive a response.

The 32nd Annual Meeting of the JJSFEE Executive Committee Secretariat

Miyake Research Lab, University of Kitakyushu

4-2-1, Kitagata, Ogura-Minami-Ku, Kitakyushu-City, Fukuoka Prefecture, 802-8577, Japan

e-mail: kitakyushu2021@jsfee.jp -- If you have any inquiry, please contact through e-mail.

The 32nd Annual Meeting (Kitakyushu) webpage:

https://www.jsfee.jp/members/meeting/474-jsfee32nd_2021kitakyushu (Japanese only)

The Japanese Society for Environmental Education (JSFEE) website: <http://www.jsfee.jp/>