

Guide to The 25th Annual Meeting of the Japanese Society of Environmental Education (Tokyo)

Schedule of the Meeting (Tentative)

	9	10	11	12	13	14	15	16	17	18	19	20
Aug. 1st (Fri)											How to Write a Journal Article Seminar/Social Gathering for Young Researchers	
Aug. 2nd (Sat)	Regist ration	Oral Presentations			Oral Presentations		Special Session		Annual Meeting	Reception (~21:00)		
Aug. 3rd (Sun.)	Regist ration	Oral Presentations			Project Research		Alternative Social Gathering					
		Poster Session										
		Oral Presentations (English Session)			International Exchange Forum							

Outline

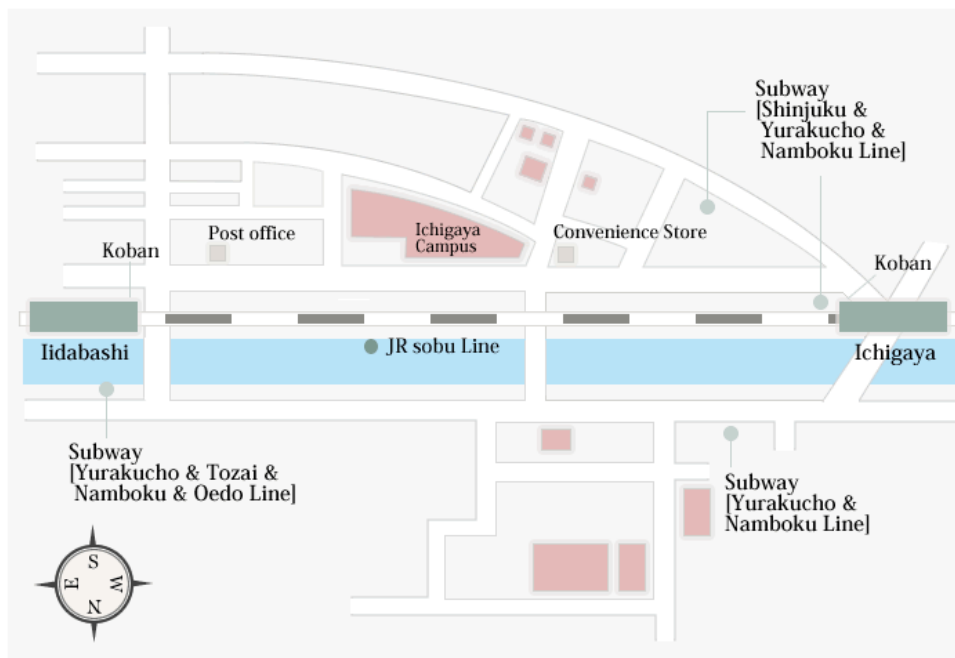
Date: August 1st (Fri.) to 3rd (Sun.) 2014

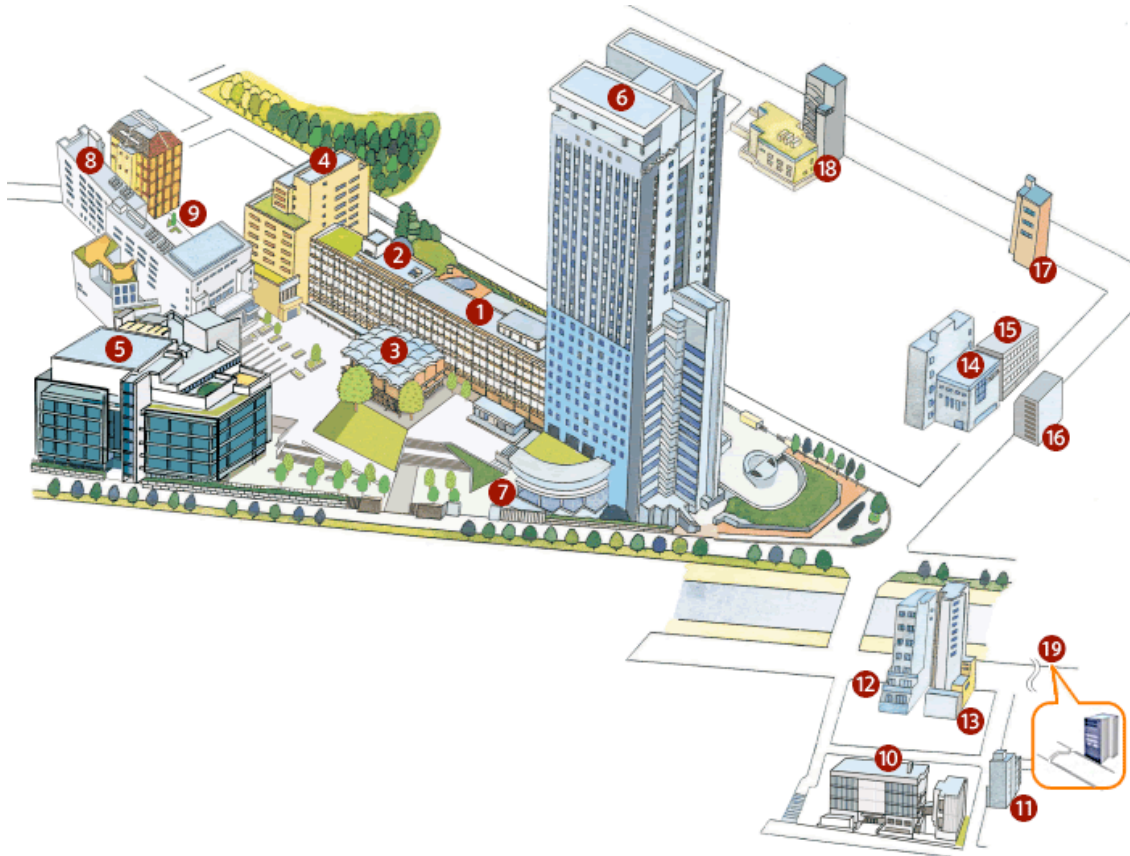
Venue: Hosei University (Ichigaya Campus)

Hosted by: The Japanese Society of Environmental Education (25th Meeting Executive Committee)

Access to Hosei University, 2-17-1 Fujimi, Chiyoda-ku, Tokyo, 102-8160 Japan

University Access Map: <http://www.hosei.ac.jp/english/about/map/access/ichigaya/>





1. 55' Building (Cafeteria [B1], Shopping [B1], School of Correspondence Education [1F])
2. 58' Building (Cafeteria [B1], Academic Affairs Department [1F])
3. Piloti
4. 80' Building (Library [B4-2F])
5. Sotobori Building (Student Center [1F], Career Center [2F])
6. Boissonade Tower (Cafeteria [B1], Admissions Center [2F], Health Clinic [2F])
7. Security Office
8. Fujimizaka Building (Extension College [1F], Research and Development Center [2F], Center for Environmental Initiatives [3F], International Exchange Center [5F])
9. Ichigaya All-purpose Gymnasium
10. Ichigaya Tamachi Building (Faculty of Engineering and Design, Faculty of Engineering Department of Engineering and Design Graduate School Offices)
11. Graduate School of Art and Technology (Chiyoda Building 2-3F)
12. Graduate School of Regional Policy Design (Shin Mitsuke Building 4-10F)
13. Graduate School Building (Formerly the 92' Building)
14. Graduate School of Law Building
15. Shin Hitokuchizaka Building
16. Extension College Seminar Rooms (Hitokuchizaka TS Building 2F), Graduate School of Engineering and Design [6-7F]
17. Hitokuchizaka Building
18. Kudan Building (Environment Center 3F) / Kudan Building Annex
19. Graduate School of Art and Technology (Forecast Ichigaya Building 2-3F)

■Registration and payment of participation fees

Societies that are participating in the Memorandum of Understanding (MOU) have an agreement that allows a certain number of members to participate in the meeting free of charge. We ask that each society kindly forward a list of such members wishing to participate to jsee25th.overseas@jsoee.jp by **July 10th**. At that time, please specify whether or not the participants also wish to take part in the reception.

The reception on Saturday night requires a participation fee. However, members of societies that are participating in the MOU are entitled to a discount. **The fee of JPY 3,000 will be payable in cash on the day of the reception.**

■Presentation applications

Deadline for presentation applications: 18:00 on Friday May 16th
Deadline for submitting presentation summary data: 18:00 on Friday
June 13th

1) Applications for oral presentations (presentation of research, report of practices) for the English Session

- ✧ A “presentation of research” is focused on studies of academic significance, while a “report of practices” concentrates more on practical activities.
- ✧ Those wishing to make an oral presentation as part of the English Session should fill out the English Session Presentation Application Form.
- ✧ Presenters (actual rostrum presenters) must be members of a society that is participating in the MOU with the Japanese Society of Environmental Education, and are limited to one person per presentation.
- ✧ The time allotted for each research presentation is scheduled to be 15 minutes (12 min for the presentation, 3 min for questions).
- ✧ Presentations should be made using PowerPoint (up to the 2010 version for Windows), and will be presented using a computer belonging to the facility. Laptops and computers belonging to the presenters themselves cannot be used. Please save the PowerPoint data on a USB memory stick or CD-R, and bring it to the meeting. We plan to ask presenters to carry out a virus check before their presentations are loaded on the facility computer. If a virus is detected on the USB memory stick, the presentation will be limited to just being published in the proceedings.

2) Application methods and deadlines

- ✧ Please fill in the necessary items on the English Session Presentation Application Form, and save it.
- ✧ Email the application to the 25th Meeting Executive Committee Presentation Application Desk at iec@jsoee.jp under the subject of “EE Meeting Oral Presentation (representative’s name)”.
- ✧ Once the application has been received, a confirmation email will be sent containing a receipt number. The deadline for applications is 18:00 JST on Friday, May 16th.

3) Submitting data for the proceedings

- ✧ Presentation representatives are kindly asked to email the data related to the articles to be published in the proceedings. Word2003 Format (.doc) is preferred, but files made in programs other than Word should be sent as a PDF (.pdf) file.

- ✧ Mail the data for the proceedings to the 25th Meeting Executive Committee Presentation Application Desk at jsee25th.overseas@jsoee.jp under the subject of “EE Meeting Oral Presentation No.(Receipt number) (representative’s name)”.
- ✧ Once the data have been received, a confirmation e-mail will be sent listing the things to keep in mind until the day of the presentation. The deadline for sending the data to be included in the proceedings is 18:00 JST on Friday, June 13th.
 - *The period just before the deadline is expected to be busy; we therefore would like to kindly ask you to submit data as early as possible.
 - *If you are experiencing any difficulties obtaining information from the Meeting’s official website or sending data by email, please contact the Secretariat of the 25th Annual Meeting of the Japanese Society of Environmental Education by fax at +81-3-5394-3095 or by e-mail at jsee25th.overseas@jsoee.jp

On the second day of this the 25th Meeting, the English Session will be established, and oral presentations, presentation summaries, question and answer sessions and general discussions will be held entirely in English.
 This is the 3rd consecutive year to hold the English Session, and we look forward to receiving English entries not only from overseas participants, but also from members within Japan, to help make this English Session more cheerful.

Events aimed at participants of the meeting

Annual Meeting: August 2nd (Sat.) from 17:30 to 18:30 at Hosei University (Venue to be announced) (limited to members)

Reception: August 2nd (Sat.) from 18:45 to 21:00 (registration from 18:30) at Hosei University (Venue to be announced).

Project research

August 3rd (Sun.) from 13:00 to 15:00

Project research III: Community Development and ESD (representative: Yukihiro Asaoka)

Project Research IV: Specification of EE and ESD in Metropolitan Area aiming for Sustainability (representative: Tomonori Fukui)

Project Research V: Childhood EE (representative: Nariyuki Okajima)

International Exchange Forum: August 3rd (Sun.) from 12:00 to 15:00 at Hosei University (Venue to be announced). This is an opportunity for the participants from Japan and members of other environmental education societies to meet together. The forum aims to share the current attempts among the societies, and to enhance communication in casual atmosphere.

How to write a thesis seminar: August 1st (Fri.) from 18:00 to 20:00 at Hosei University (Venue to be announced)

Public events

Keynote Speech: August 2nd (Sat.) from 15:00-17:15 at Hosei University (Venue to be announced)

On the 2nd day of the meeting, a public presentation “Future of the Environmental Education Study: Post DESD: Seeking for the Needs of Sustainable Society” will be held (Coordinator: Koichi Sasaoka, Hosei University, Presenters: Osamu Abe, Rikkyo University, Harutoshi Funabashi, Hosei University, and others to be decided.

Note:

■ There will be no Environmental Education Messe, Teachers’ Seminar, Excursion, and so forth in this Annual Meeting. For the nursery service, please make arrangement by yourself.

■ There will be tables for the document distribution during the Meeting. If you are planning to distribute some documents, please set the copies accordingly. Please bring back the remaining copies after the Meeting. The remaining copies will be otherwise be disposed by the Secretariat.

■ English will be the working language used in the English Session only. Please note that interpretation services will not be provided for any of the other sessions.

Inquiries:

JSOEE Meeting Secretariat (weekdays 10:00 to 17:00)

c/o Academic Society Assistance Center, Wada 3-30-22, Suginami-ku, Tokyo 166-8532

Fax: +81-3-5307-1196 e-mail jsee@univcoop.or.jp

25th Annual Meeting of JSOEE Executive Committee Secretariat

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