

Call for Papers

General Information of Abstract Submission

1. If you would like to contribute to one of our sessions (plenary, workshops or poster), please send an abstract of your paper and other necessary information via e-mail to: gac2004@ac.wakwak.com (Online submissions of abstracts are available via our website: <http://park3.wakwak.com/~gac2004/en/>). If you prefer to send your abstract by postal mail or fax, please contact:
GAC 2004 Organizing Committee
5F, Z Bldg., 7-10-1 Kameido, Koto-ku, Tokyo 136-0071, Japan, Fax: +81-3-3636-3881
2. The deadline for receiving abstracts is May 31, 2004.
3. Please do not send multiple submissions of the same abstract.
4. Please make sure to include the following information:
 - Title of submitted paper
 - Preferred presentation style (Oral / Poster) and format (Plenary session (1-7) / Workshop (A-H), No.)
 - Preferred equipment(s) for your presentation (PC projector/35mm slide/OHP, using PC projector will be strongly recommended)
 - Full name(s) of you (and other authors)
 - Full affiliation(s) including country and position title of you (and other authors)
 - E-mail address, mailing address, Phone and Fax numbers of you
 - Abstract of submitted paper
5. The body of the abstract should be written in English or Japanese in no longer than 300 words (English) or 600 characters (Japanese). Tables/figures should NOT be included.
6. You will receive acknowledgment of receipt of your abstract shortly. If you do not receive the confirmation e-mail 3 days after registration, please contact the Secretariat.
7. The submitted papers will be peer-reviewed, and acceptance will be based on quality, originality and relevance. Notification of the acceptance will be sent to you (only, not to other co-author(s) if any) via e-mail by June 30, 2004.
8. The presenter of the accepted abstract must register for the congress.

Guidelines for Oral Presentations (Plenary Sessions/Workshops)

1. Each speaker will be allocated 10 minutes for oral presentation (15-20 minutes for key speaker) in principle. The official languages of the congress are English and Japanese, and simultaneous interpretation will be provided. It is suggested that you time the length of your speech beforehand. All speakers are kindly requested to strictly observe their allotted presentation time.
2. PC projector, 35mm slide and OHP (over head projector) will be available for your presentation. Using PC projector will be strongly recommended. Those who wish to use PC projector will be requested to send their presentation via e-mail or to save the data on a CD-R and send it by postal mail to the Secretariat. (Please note that the Secretariat e-mail account cannot accept data over 5 MB.) Other guidelines in using PC projector will be available later. If you have any request, please inform to the Secretariat.

Guidelines for Poster Presentations

1. Size of a poster board is 120 cm (W) X 180 cm (H). Please prepare your poster to fit within the poster board.
2. Include at the top of your poster, the title, name(s) of authors and affiliation(s) including country and position title of authors.
3. The transport of posters to the congress is the responsibility of the authors. All the materials needed for the mounting of posters will be provided on site.
4. The schedule of mounting, display and removal time of your poster will be informed later.