Ways to participate and guidelines for contributions

Ways to Participate

- Submit an abstract to a specific session (A1-E7). NOTE: *Not all sessions will be able to accommodate presentation of papers, but all contribution abstracts will be considered for posters (see page 5, column 2). The guidelines for contributions are provided below.*

- Attend and contribute to the discussions; this is intended to be a totally interactive conference.

- Network during the breaks.

Guidelines for contributions

IAIA SEA Prague is a special event that aims to provide different opportunities for input other than the presentation of papers. The conference will seek to engage participants in professional debates through panel discussions, facilitated group work, selected papers and posters.

Contributions to the debate are welcome. They should address issues outlined in position papers[*] and may take one of the following forms:

a) **Responses to a position paper** that develop or critically evaluate one or more of the themes identified in the position paper.

b) **Commentary** that elaborates on what works well or what does not work well with regard to the SEA frameworks, processes, methods or other aspects directly relevant to the topic session.

c) **Case studies** that exemplify lessons of SEA good practice and are directly relevant to the topic session.

Format of the contribution abstracts

All contribution abstracts should be written in English and sent electronically in care of Jennifer Howell (jen@iaia.org).

In the subject line, write your last name and identify the specific session to which you wish to contribute: e.g., Brodney, E2. Contribution abstracts without the session identified by letter and number will be returned.

Place your text in the body of the e-mail message. Plain text only, please; no text enhancements or html. Do not send attachments.

In the body of the message, provide

- Your complete contact information
- 200-word abstract

If e-mail submission is not possible, fax to the HQ at +1 701 297 7917. Please send only once.

Reminder: All delegates, including presenters, must be registered, and registration is limited to the first 450 paid delegates.

Topic leaders are responsible for organising the individual sessions.

Timeline

May 15	Deadline for submission of proposed contributions
June 15	Topic leaders select contributions and together with stream coordinators suggest format and length of individual sessions.
July 15	Programme Committee agrees on the final agenda. Topic leaders are notified about the time available for their session and can finalise their sessions with the respective contributors. *All contributors will be notified by the topic leader whether their contribution has been accepted and the form in which the contribution is expected.*
August 15	Final agenda of IAIA SEA Prague disseminated by e-mail and posted on the conference web page.

IAIA reserves the right to cancel sessions based on the level of interest/potential participation.

[*]In cases where a position paper is not available, participants may respond to the presentation of the specific topic in the preliminary programme.

International experience and perspectives in SEA
Preliminary program and registration materials
www.iaia.org > Conference > SEA Prague Main Page

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