Guide to the 31st Annual Meeting (Online) of the Japanese Society for Environmental Education

Schedule of Meeting

	9	10	11	12	13	14	15	16	17	18	19	20
Aug. 21st (Fri.)											Seminar	
Aug. 22nd (Sat.)		Oral Presentations / Poster Session / English Special Sessions					Special Sessions		Annual Meeting		Reception	
Aug. 23rd (Sun.)		Oral Presentations / Poster Session / Oral Presentations (English Sessions)					Independent Themed Forum					

1. Outline

- Date: August 21st (Fri) to 23rd (Sun), 2020
- Venue: Online Conference through special web page and Zoom meetings
- Hosted by: The Japanese Society for Environmental Education (31st Meeting Executive Committee)

<Method for Online Meeting>

Based on the "Emergency Policy of the Japanese Society for Environmental Education (JSFEE) regarding the New Coronavirus Response" issued by the Board of Directors on May 16, 2020, the 31st Annual Meeting will be held online. Even under the current situation, we consider securing the opportunity for "presentation at the annual meeting" as a right of members is the first priority. Although there are changes and reductions in scale compared to the normal meetings, we plan to accept oral presentations, poster presentations and project research presentations as usual meetings. Please make sure to check the following essential points and join us.

- Those who wish to participate in this meeting should follow the presentation method and the auditing method specified by the executive committee. The Japanese Society for Environmental Education takes no responsibility even if a problem arises during the online presentation. In particular, please be careful about handling copyrights, portrait rights, personal information, etc. in the presentation slides and other related materials.
- The executive committee plans to provide as much explanation and support as possible for how to use Zoom and at the time of presentation. But please try to solve problems such as computer operation, Internet connections and video/audio by yourself. (Since we cannot be at where you are to solve these problems.)
- Please be aware that presentations at the online meeting may be canceled depending on the circumstances.
- You are responsible for any additional charges such as communication charges for participating in the online meeting.
- More details regarding your presentation will be announced when the program is issued (scheduled for the end of July).

<Online Meeting>

The online conference system Zoom will be used in this Annual Meeting. You can participate from your own computer, tablet, or smartphone with Internet connection. The presenter's voice and presentation slides will be delivered remotely and displayed on the device of the listener.

- If you wish to participate in the meeting, please make sure you can login in advance of the meeting. (https://zoom.us/test)
- On Friday, August 21st, we are planning to hold a Zoom seminar "image training for online meeting (tentative)."
- For presenters (if you wish), we plan to provide an opportunity in advance of the meeting to check your presentation works properly.

Operating Environment of Zoom
- It works on most of current devices.
- Other than your device (computer, tablet or smartphone), all else needed is Internet connection, speaker, microphone and webcam (internal or external).
- It is still possible to view slides and listen to audio without a microphone and webcam.

2. Registration and payment of participation fees

As a general rule, <u>participation in the online meeting is limited to members of the JSFEE, and only those who wish to make a research presentation (oral/poster) and presentation of research project (representative) will be charged</u>. This is the very first time for the Society to hold an online meeting, and priority is given to reducing the complexity of various procedures and operations related to the meeting. At the same time, the Society decided to use this opportunity to explore new possibilities unique to online and to enrich contents of annual meetings for the next academic year and beyond. For the purpose of providing a foothold for above achievement, attending the lectures (without a presentation) is free of charge. The participation fee received from the presenters will be used as expenses necessary for the operation of the event (reception work, Zoom contract fee, maintenance of IT technical support system, etc.).

In addition, <u>all those who participate in the meeting (both presenters and non-presenters) must pre-register for participation in the meeting</u>. Please complete your application form and send the necessary information. After submitting, we will send you e-mail provided at the time of registration. Please keep this information as it is necessary when editing the registration contents. We will notify you about the payment method of the participation fee (for presenters) through e-mail.

Registration Type	Fee
Participate as audience (General member, Group member, Supporting member, Student member) comes with: - Rights to audit various programs (oral/poster presentations, research projects presentations, member's meetings) - Rights to view all abstracts (PDF)	Free of charge
Participate as presenter and audience (General member, Group member, Supporting member) comes with: - Rights to audit various programs (oral/poster presentations, research projects presentations, member's meetings) - Rights to view all abstracts (PDF) - Rights to submit a research presentation (oral/poster) - Rights to submit a presentation of research project (representative)	4,000 JPY
Participate as presenter and audience (Student member) comes with: - Rights to audit various programs (oral/poster presentations, research projects presentations, member's meetings) - Rights to view all abstracts (PDF) - Rights to submit a research presentation (oral/poster)	Free of charge

* Those who are non-members and wish to become presenters must join the Society. Please refer to the application details (http://www.jsfee.jp/general/membership-application) on the website of the Society and complete your application.

* If you are the member of Environmental Education Society of North America, (NAEE), Australia (AAEE), Korea (KSOEE), Taiwan (CSEE) or Japan (JSFEE), please contact with your organization if you are free of your participation fee.

* If you have any question, please contact the Secretariat of the Executive Committee by email.

The 31th Online Management Committee of Japanese Society of Environmental Education (一般社団法人日本環境教育学会第 31 回年次大会（オンライン）実行委員会事務局)

E-mail: online2020@jsfee.jp

3. Application methods and deadlines

The deadline for application for presentation and deadline for submission of abstract is as follows (in Japan time). The presenter must be a registered member (general/student), group member or supporting member of the Japanese Society for Environmental Education. If you are a non-member wishing to become a presenter, please refer to the application details to become a JSFEE member (http://www.jsfee.jp/general/membership-application) on the website of the Society and complete your application. One person can make only one oral presentation or one poster presentation. No multiple presentations are allowed.

- Deadline for application for presentation (oral/poster)   July 18 (Sat) 6 pm
- Deadline for submitting presentation abstract   July 31 (Fri) 6 pm
- Deadline for submitting a PDF for poster presentation   August 11 (Tue) 6 pm
- Deadline for registration as audience (no presentation)   August 17 (Mon) 6 pm