

GENERAL GUIDELINES FOR PROPOSAL SUBMISSIONS

I. Criteria for Abstract Submission

- Abstracts should contain maximum 500 words
- Abstracts should conform to the formal structure containing at least the research topic, research design, key findings, and, conclusions.
- Abstracts should be written in an A4- size Microsoft Word document, using the Abstract Submission form
- Connection of research to one of the Conference topics is clearly articulated

Important note: Because submissions go through a blind review process, please exclude any information that might identify the author(s) from your proposal.

II. Criteria for Evaluation of Submissions

1. **RELEVANCE:** Relevance of topic as related to conference theme.
2. **THEORY/CONTEXT:** Strength of theoretical framework or contextualization
3. **INQUIRY:** Strength of **critical analysis or research methods** (including design, data collection, analysis)
4. **FINDINGS:** Clarity and coherence in the presentation of findings or argument
5. **CONTRIBUTION:**
 - A. Scholarly **originality or contribution** to existing knowledge
 - OR**
 - B. If this submission is a project report or a practice-oriented presentation please evaluate its **application of existing scholarly knowledge**