

RULES AND GUIDELINES FOR PRESENTERS

- After receiving the LoA, you should proceed to pay the conference fee by referring to the payment voucher sent together with this letter.
- After paying the conference fee, then you should send the payment proof to email: corollaeducationcentre@gmail.com
- After getting the confirmation email from the conference committee, you should now prepare to record your presentation by following the guidelines provided on the next page.
- Having recorded your presentation, you can now upload your video by logging in into our website and go to submit materials menu.
- The deadline for the video submission is November 6th, 2024. The presenter should send their video to email: corollaeducationcentre@gmail.com
- Full-paper submission is optional. Papers submitted for the conference will be published in e-proceeding with the additional publishing fee of IDR 500,000 or USD 32. The deadline for full-paper submission is December 20th, 2024.
- If you finish uploading the video, you will get a notification email from the committee.
- You will also receive an email about how to access the plenary and the symposiums, as well as how to access videos on the parallel session.
- Your presentation will not be live. You can comment or ask questions about the presentations on the website, just below the presentation videos. As a presenter, you will also receive emails when another presenter or participant has questions about your presentations. You can answer the questions by logging into the website and answer below the videos. As we try to be flexible in facilitating the parallel session, Q&A session will be accessible on November 11th, 2024.

- You will get the e-certificate by attending the plenary sessions and watching at least five presentations in the links which can be accessed on the day of the conference (November 11th, 2024). Our website will record your attendance automatically by recognizing your comment or question on the video presentations that you have watched. The e-certificate will be sent to your email address.