GUIDELINES FOR AUTHORS: PREPARATION OF ABSTRACTS, AND SUBMISSION PROCESS

1. GENERAL INSTRUCTIONS

Please prepare a *300 word abstract*, to be submitted by *January 14, 2017* via the conference website. Authors will be notified by *Feb 07, 2017* about acceptance of submission. After an abstract is accepted, proposers will be asked to submit a brief paper, by March 22, 2017 for those choosing an optional refereeing process and by May 31, 2017 for non-refereed papers. All accepted papers and posters will be included in the online Conference Proceedings on the IASE website. In general, papers will be maximum 6 pages single-spaced 11-point text, including references. Specific Guidelines for preparation of papers will be posted on the conference website by Dec 15 - please check the website after that date). Below we describe topics for the scientific program of the conference, guidelines for structuring abstracts, details of the submission process and acceptance, and important dates.

Theme and topics: The 2017 Satellite conference will be organized around the broad theme: "**Teaching Statistics in a Data Rich World**". The International Program Committee (IPC) is calling for contributions of papers and posters that fit this theme, and in particular is interested in papers that address the following broad sub-topics:

- Topic 1. Big data era, what does it mean for us statistics educators?
- Topic 2: Creating socially responsible societies with statistics,
- Topic 3: Statistics for social scientists, researchers and workers,
- Topic 4: Employability skills for statistics graduates,
- Topic 5: Special Session on Statistics Education in Africa.

In general, we assume that most submissions (whether for an oral paper or a poster) will report about a recent research project or study and its results, or about the design and outcomes of a project, innovation or intervention, that can inform and improve the teaching, learning, and understanding of statistics or probability at all levels (primary/elementary, secondary/high-school, tertiary /university-level) and in diverse contexts (e.g., workplace, using official statistics, using statistics related to health, personal finance planning, etc). Hence we request that proposers structure their abstracts in line with the guidelines below.

Formats: The scientific program of the Satellite, in addition to Plenary lectures and workshops organized by the IPC and LOC, will include paper sessions which group papers for oral presentations (approximately 10-20 minutes per paper, including time for questions and

discussion), and Poster sessions, including the possibility for an interactive poster session in which presenters also are able to present short comments about some highlights of their work in 2-3 minutes, or regular posters, where the author is requested to be available at a designated time near the poster to answer questions of conference delegates who view posters.

Language: English will be the language of the Satellite. Posters can be presented in English, French or Arabic. If a poster is in French or Arabic, an abstract in English should also be provided. A limited number of Preconference workshops will be offered in Arabic or French as well.

2. HOW TO PREPARE A STRUCTURED ABSTRACT

Please prepare a structured abstract of maximum 300 words, as explained below. The 300 word limit refers to the number of words in the body text of the abstract, not including title, but including the subtitles below. Abstracts will not include any references or bibliographic citations. (Note: in some cases an alternate title is possible after the "or", to enable some flexibility)

Papers reporting on empirical research: The abstract should be organized according to the following subtitles, which should appear 'as is' in the submitted abstract:

- Purpose:
- **Design** (or: Methodology):
- Results:
- Implications for theory & practice:
- Originality & Value (or: Importance)

Practitioner contributions, field-based projects or innovative educational interventions: Use the following categories as a rough guideline and adapt it depending on the nature of your project.

- **Purpose** (or: Need)
- **Design** (or Approach),
- Outcomes
- Implications for theory & practice:
- **Importance** (or: Originality & Value)

3. FURTHER DETAILS ABOUT THE SUBMISSION PROCESS

When submitting your abstract via the submission system (which will be operational starting Dec 15, 2016), you will be asked to:

- a) provide full details of all authors/contributors (name, affiliation/institution & country, email),
- b) identify the presenting author (note: Inclusion of an accepted submission in the actual conference program is conditional on at least one of the authors being registered and presenting at the conference),
- c) indicate whether you prefer to have the paper be considered for an oral presentation or a poster session (either an interactive poster session or a regular poster session).

- d) indicate whether you desire the submission to be peer-refereed or not.
- e) the program will include a limited number of options for talks (papers) in Arabic and French so proposers opting for these languages may be asked to present a poster instead of a paper.

The IPC cannot commit in advance that all requests for oral presentations or for interactive poster sessions can be granted due to logistical and program constraints, and reserves the right to assign submissions into regular poster sessions.

Also, please pay attention to the notes below regarding acceptance requirements.

Notes

- 1. Submissions will only be considered if the abstract is received by January 14, 2017 via the online submission system (which will be operational starting Dec 15, 2016).
- 2. The topic of the paper should be relevant to the conference theme or to one of the four subthemes described earlier.
- 3. An accepted paper or poster cannot also be presented at the ISI conference WSC61.
- 4. The IPC desires to maximize participation and hence may not be able to accommodate all requests. Note: the same participant can be the presenting author only for one paper (or poster), and cannot be listed as an author (contributor) in more than two submissions overall.
- 5. Authors may choose to have their abstracts referred or not referred by peer review. If referred, the paper must not have appeared previously as a referred publication, and the authors will declare so as part of the submission process
- 6. Inclusion of an accepted submission in the actual conference program is conditional on at least one of the authors being registered and presenting at the conference.

4. SUMMARY OF IMPORTANT DATES (all in 2017)

14 January	Abstract submission (see Notes below)
07 February	Notification of abstract acceptance (see Notes)
16 March	Registration for all participants opens
22 March	Final submission of refereed papers
30 April	Referee reports circulated to authors
30 April	Early (discounted) registration closes (regular fees start)
05 May	Final date for registration and payment for presenting authors of papers or posters. At least one author for each paper or poster <i>must</i> be registered by that date. This is necessary to ensure that the IPC can finalize the program in a timely manner.
31 May	Final submission of non-refereed papers and poster abstracts
10 June	Final date for registration for presenting authors of papers or posters. At least one author for each paper or poster <i>must</i> be registered by that date. This is necessary to ensure that the IPC can finalize the program in a timely manner.

15 June Final submission of revised non-refereed papers and revised poster abstracts

for checking by the Editor of Proceedings

04 July Regular (online) registration closes (after that date, only on-site registration is

possible, extra fee, credit card only)

11 - 14 July Satellite Conference

15 July Transfer to Marrakesh for WSC61 attendees (optional)

16-21 July 61th World Statistics Congress, Marrakesh (Opening ceremony: early evening,

16 July)

1 September Deadline for submission of Papers, Posters, Keynotes, etc for the Satellite

Proceedings

1 October Publication of Satellite Proceedings (on the IASE website)

QUESTIONS? please contact the Chair of the IPC, Ayse Bilgin; use IPC contact address ipc.iase@gmail.com

Notes:

- 1. Abstracts will be 300 words (maximum), to be structured as per instructions in this document. Acceptance decision is based on the abstract only, hence please pay attention to the instructions and the Call for Papers.
- 2. Submission of papers for refereeing is optional and is offered for those authors whose abstract was accepted for an Oral presentation as a Paper. Maximum paper length is 6 pages (total, including all body text, references, etc), as explained in the Instructions for Authors on the conference website (see Notices on the top menu for Guidelines for Preparation of Manuscripts as well as other templates and documents).
- 3. All accepted abstracts, and accompanying papers and posters, whether refereed or not, will be listed in the Online Conference Proceedings on the IASE website (see timeline above). For authors who will not submit a full paper, only the abstract will appear in the proceedings. Refereed papers will be designated as Refereed Papers inside the proceedings PDF file.