

Instructions for Writing Abstracts/Full Papers for the 15th International Students Summit (ISS)



Tokyo University of Agriculture has been hosting International Student Summit (ISS) on Food, Agriculture and Environment since 2001.

The focus of ISS is on student experience. Each year, representative students from participating universities meet and decide a theme for ISS presentation. Participants in the 14th International Students Summit agreed that the theme for the 2015 ISS will be “Students Taking Actions in Innovative Approaches to Build Local Resilience and Promote Awareness to Global Challenges.”

We invite one representative student from your university to develop and present a paper by focusing on on-going programs or activities being considered by the students at your university. Ideally, the ISS organizers would like to discuss student actions or activities in the field of food, agriculture, and environment. Therefore, students are encouraged to develop a paper to share innovative ideas and activities at each university or community. The paper and the presentation may include (but not limited to) the following ideas:

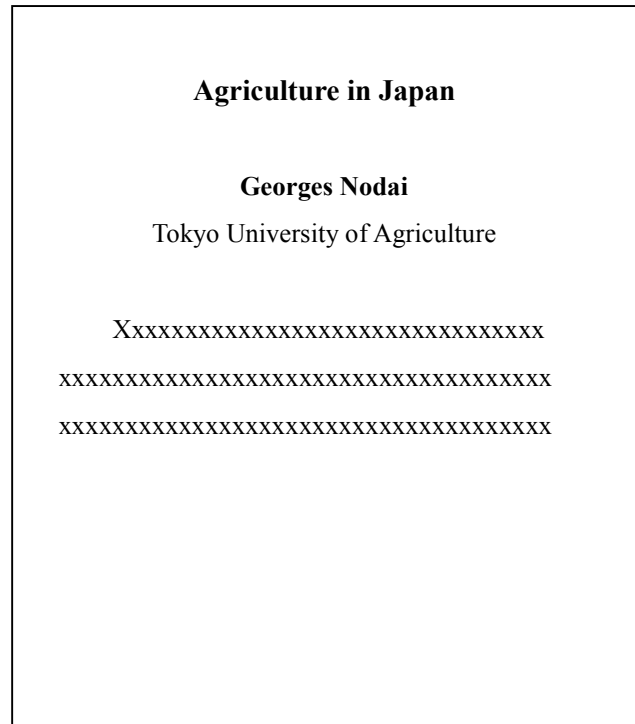
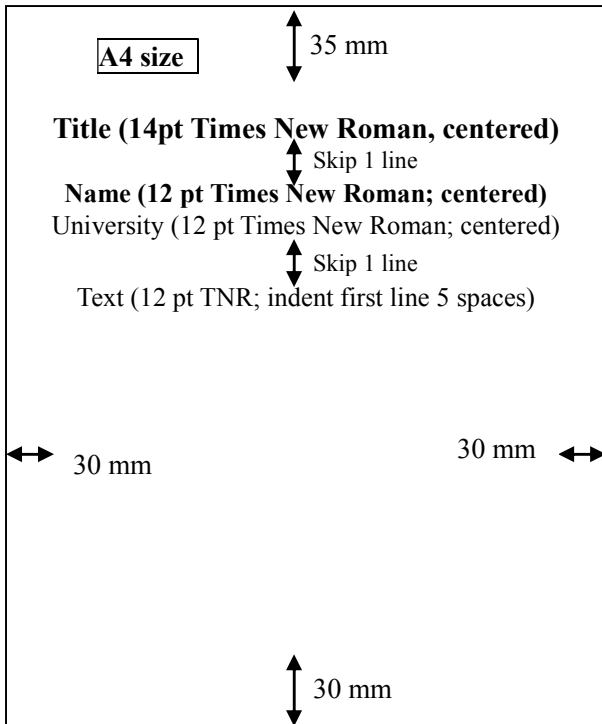
- What challenges does your community face in the food and agriculture sector?
- What programs or activities are being considered by students at your university to address these challenges? Choose one or two programs/activities to illustrate the case.
- What are the social, economic, and environmental implications of these programs or activities?
- How do students participate in these programs or activities? What motivates them?
- Do you have any difficulties to promote your activities? How could these activities be expanded and sustained?

A faculty advisor may act as a mentor for the student to develop the paper for presentation.

Please use the following checklist to ensure proper completion and submission of your abstract/full paper.

- Abstracts (300-400 words)** should be submitted to Tokyo University of Agriculture **no later than June 10, 2015**, by e-mail to: isf@nodai.ac.jp
- Full papers (approximately 2,500-3,000 words)** should be submitted to Tokyo University of Agriculture **no later than July 20, 2015**, by e-mail to: isf@nodai.ac.jp
- Use **Microsoft Word**.
- Figures should be inserted in the text. If this is not possible, be sure to indicate where they should be inserted when printing the proceedings.
- Double-space** both your abstract and full paper.
- Use **Times New Roman** font for all text. Set the size of the title to **14 points**; your name, university, and main text should be **12 points**. The top margin should be set to **35 mm**; and **30 mm** for bottom, right, and left margins. Center the **title of your paper** on the first line of the first page; skip one line and type **your name** centered on the third line, with the **name of your university** centered below your name on the fourth line (see example below). The first line of each paragraph should be indented by **5 spaces**.
- You **MUST** provide citations for all external material (e.g., journal articles, newspapers, government publications, material found on the Web) used in your paper. **Citations should follow American Psychological Association (APA) format**; see the “Citing References” instructions for details.

[Example]



As in any academic or professional paper, you must provide the citation information clearly when you cite others' work. Failing to do so will be considered **plagiarism**, and your paper will not be accepted for publication. When using material that is not your own (whether a direct quote or paraphrasing), you must do two things: **provide a brief citation** in the text at the point you use that material, and also **provide a full list of cited references** at the end of your paper.

All citations and references must follow the format defined in the *Publication Manual of the American Psychological Association*, 6th edition, 2nd printing, published by the American Psychological Association (APA). You may purchase the manual, or obtain information on citing references via the Internet (<http://www.apastyle.org/>). The APA site also contains tutorials and examples of citations; you can access the tutorials here: <http://www.apastyle.org/learn/index.aspx>

Below are some examples of citations. Note that these are only a few examples. Other publications may have more than one author, or be from other source types, and you should follow the APA publication manual for other source types.

Government publication, downloaded from the Internet

Citation in text:

...significantly higher than the rate of 11.01 for the overall population (Centers for Disease Control, 2008).

Listing in references:

Centers for Disease Control and Prevention. (2008). *Suicide: Facts at a glance*. Retrieved from <http://www.cdc.gov/ncipc/dvp/suicide/>

Journal article

Citation in text:

One ironic example can be seen in a study involving elders conducted by Chumbler, Fortney, Cody, and Beck (2004), which actually ended up excluding up to 27%....

Listing in references:

Chumbler, N. R., Fortney, J., Cody, M., & Beck, C. (2004). Sense of coherence and mental health service utilization: The case of family caregivers of community-dwelling cognitively-impaired seniors. *Research in the Sociology of Health Care*, 22, 159-173.

Book

Citation in text:

Joiner (2005) discusses the concept of "perceived burdensomeness" (p. 98) in the context....

Listing in references:

Joiner, T. (2005). *Why people die by suicide*. Cambridge: Harvard University Press.