

Instructions to Write an Extended Abstract for the 20th International Students Summit (ISS)



Tokyo University of Agriculture has been hosting International Student Summit (ISS) on Food, Agriculture and Environment since 2001. Each year, students from participating universities meet and decide the theme for next year's ISS. Participants in the 19th ISS agreed that the theme for the 2020 ISS will be "Linking Actions, Research and Education in Agricultural Value Chains to Achieve Environmental, Social and Economic Sustainability". The 20th ISS will be hosted by IPB University and co-organized by Tokyo University of Agriculture.

We invite you, as a representative student of your university, to present your current research, project, or other initiatives **related to the ISS theme of this year** to have meaningful discussions with other students and scholars from around the world about student actions or activities in the field of food, agriculture, and environment. The extended abstract and the presentation may include (but not limited to) the following ideas:

- What challenges do your community face in the food, agricultural, and environmental sectors?
- What have you done to address these challenges (e.g. implementation of a program or activity)?
- What are the social, economic, and environmental implications of these programs or activities?
- How are other youth involved 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?

Please have an academic advisor guide you through the preparation of extended abstract and presentation.

Extended abstracts should be written according to underlying structure of the structured abstract and in a form that is shorter than the full text. Subtitles of the extended abstract should be composed from the sections of **abstract and keywords, introduction and objective, method, results and discussion, conclusion**. In terms of **activity or program**, the structure should be composed from **abstract and keywords, introduction and objective, plan, implementation, and lessons learned from the activity or program**. Extended abstract of the full paper shall be written with Times New Roman font, single line spacing and 11 font size. Extended abstracts can contain figures, tables, formulations or images. Extended abstracts should be in a structure that explains the content of the declaration therefore the preparation phase of the said work. Page margins are formed regarding the A4 page size and are 2.5 cm wide from the right, left, top and bottom. End of the lines should be aligned to the right and there should be no syllable segmentation. **Extended abstracts should not exceed 4 pages including the references** and pages should not be numbered.

Please use the following checklist to ensure proper completion and submission of your extended abstract.

- Extended Abstracts (max 4 pages)** should be submitted **no later than Aug. 3rd, 2020 (Indonesia time)**
- Use **Microsoft Word**.
- You **MUST** provide citations for all external material (e.g., journal articles, newspapers, government publications, online sources) used in your paper.
 - 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**.

Please refer to the template for the extended abstract guidelines.

EXTENDED ABSTRACT HEADLINE (TIMES NEW ROMAN, 14 FONT SIZE, BOLD, ALL CAPS, CENTERED)

Author's Name and Surname¹, Author's Name and Surname² (10 font size)

¹Organization information that the author is committed to
E-mail

²Organization information that the author is committed to
E-mail

ABSTRACT (11 Font Size, bold, all caps, centered)- Abstract should be written in 200 words and with 10 font size, Times New Roman, justified, single line spacing. Objectives, methods and findings are summarized in this section. In terms of activity or program, explain the objective, implementation and lessons learned from the activity or program conducted.

Keywords: Keywords regarding the work are stated in this section. Said section should contain maximum 5 words that are written with 10 font size and separated with semi-colon.

1. INTRODUCTION (Title Times New Roman, 12 font size, bold)

Extended abstracts should be written according to underlying structure of the structured abstract and in a form that is shorter than the full text. Subtitles of the extended abstract should be composed from the sections of **abstract and keywords, introduction and objective, method, results and discussion, conclusion.** In terms of **activity or program**, the structure should be composed from **abstract and keywords, introduction and objective, plan, implementation, and lessons learned from the activity or program.** Extended abstract of the full paper shall be written with Times New Roman font, single line spacing and 11 font size. Extended abstracts can contain figures, tables, formulations or images. Extended abstracts should be in a structure that explains the content of the declaration therefore the preparation phase of the said work. Page margins are formed regarding the A4 page size and are 2.5 cm wide from the right, left, top and bottom. End of the lines should be aligned to the right and there should be no syllable segmentation. **Extended abstracts should not exceed 4 pages including the references** and pages should not be numbered.

Current literature regarding the work subject should be examined and the differences of the said work from the past, similar works should be presented clearly in the introduction section.

In terms of activity or program, explain the background and state what problems or challenges to be addressed.

2. METHOD

All materials and methods that have been used in the work must be stated clearly and subtitles should be used when necessary.

In terms of activity or program, the section of **PLAN** can explain what activity or program to be conducted in order to address the problems or challenges.

2.1. Subtitle

First degree titles (2.) should be written left aligned, all caps and bold. Second and 3rd degree subtitles (2.1, 2.1.1) should be written left aligned, bold and with title case. A blank line should be placed between the paragraphs and there should not be any paragraph indentation.

3. RESULTS AND DISCUSSION

3.1. Subtitle

All of the tables, images and figures should be centered. Figures and images should be numbered together (Figure 2) and figure definitions should be placed under the figure or image; as for the tables, they should also be numbered (Table 2) and the table header should be placed at the top of the chart. Table, image and figure headers should be written with upper case initial letters, bold and should be centered. References (if any) of the tables, figures and images should be presented just under the tables, figures and images in the form of author surname and publication date.

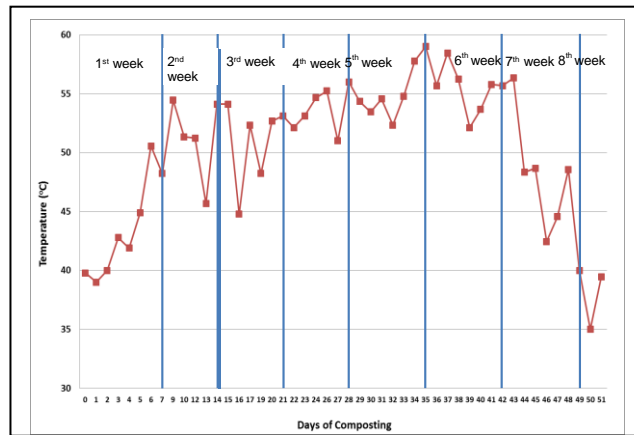


Figure 2. Figure header

3.2. Subtitle

Table 2. Table header

Factor	Unit	Low	High
Final temperatures	°C	200	600
Heating rate	°C/min	1	10
Holding time	Min	0	60
N ₂ flow rate	L/min	0.2	1.0
Condensing temperature	°C	0	10

Reference: author surname and publication date (eg: George, 2009)

In terms of activity or program, the section of **IMPLEMENTATION** explains the implementation of activity or program.

4. CONCLUSION

Please conclude your work incorporating your most important finding as well as future works (3-4 lines).

In terms of activity or program the section of **LESSONS LEARNED** concludes the lessons learned from the activity or program.

ACKNOWLEDGEMENT

Please acknowledge your research grant, organization, scholarship (where relevant)

REFERENCES

Total no. of references must not exceed 15. Resources that have been presented inside [] in the text with numbers should be listed according to their order in the text. References that have been presented in the references list should be prepared in a format according to the reference type shown below:

If the reference is an article;

1. Pommiera, S., Chenub, D., Quintardb, M. ve Lefebvre, X., (2007). Modelling of moisture-dependent aerobic degradation of solid waste, Waste Management, 28, 7, 1188-1200

If the reference is a book;

2. Li, G., Hart, A. ve Gregory, J., (1998). Flocculation and sedimentation, 295, Technomics Press, Lancaster PA.

If the reference is a chapter of a book;

3. Blackburn, T., (1998). Flocculation and sedimentation in Li, G., Hart, A. ve Gregory, J., eds, Physical Processes, Technomics Press, 29-45, Lancaster PA.

If the reference is a declaration;

4. Yıldız, Ş., Balahorli, V., (2009). Treatment of the waste water seepage with membrane systems: Istanbul example, Membrane Technologies and Implementation Symposium, Istanbul – Turkey.

