



# 13th 2024 Asian Society of Human Services Congress in HIROSHIMA

DATE	2024. 8. 23 [Fri.]
VENUE	International Conference Center Hiroshima (Dahlia/Cosmos) -HIROSHIMA, JAPAN
PARTICIPATE	Face-to-face participation only
HOW TO INTERPRET AT THE VENUE	Simultaneous interpretation or consecutive interpretation by an interpreter at the venue  * Simultaneous interpretation will be provided for keynote speeches and oral presentations, and consecutive interpretation for poster presentations. However, please note that consecutive interpretation may be provided depending on the venue for keynote speeches and oral presentations.

## DEADLINE LIST

Application for participation (Whether or not to participate in the banquet)	2024 5. 10 [Fri.]	<u><a href="#">If you have not yet registered for the conference, please register as a society member of the ASHS (free).</a></u>  Please apply after entering the necessary information in <PARTICIPATION APPLICATION>. Whether or not to participate in the banquet will be a web application too.
Entry for presentation / Submission of ABSTRACT FOAM	2024 6. 21 [Fri.]	Entry for presentations can be made from <PRESENTATION ENTRY>, which will be sent with the completion e-mail of the application for participation in the congress. Please attach "ABSTRACT FOAM (Word)" when applying.
Payment of Participation fee	2024 6. 28 [Fri.]	Please transfer the participation fee to the designated bank account by the deadline. If you are going to participate in the banquet, please transfer the amount including the banquet fee (JPY 2,000) together with the participation fee.

## INFORMATION

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# ENTRY GUIDE


〈 Flow from application to participation on the day 〉

If you have not yet registered for the conference, please register as a society member of the ASHS (free).

**SOCIETY MEMBERS** <https://www.ashs-human.net/organization/society-members/>

1. Enter the necessary information in the application form (<PARTICIPATION APPLICATION>) on the web and send it.
2. If you want to make a presentation, please attach the "ABSTRACT FOAM (Word)" to the <PRESENTATION ENTRY> that will be sent with the completion e-mail of your application for participation in the congress.
3. Transfer the participation fee (including the banquet fee for banquet participants) to the designated bank account by the deadline.
4. After that, the secretariat will send notifications such as "PROGRAM" and "PROCEEDING" to your registered e-mail addresses.
5. On the day of the congress, it will be face-to-face only. Please go through the reception desk at the venue ("PROCEEDING" booklet will be distributed).

## 1. PARTICIPATION APPLICATION

Application Deadline	2024. 5. 10 [Fri.]	
Application	 <p>Please fill out and submit the application form.          ► Or <a href="#">click here (application form link)</a> to open the page</p> <p>* Entry for presentations can be made from &lt;PRESENTATION ENTRY&gt;, which will be sent with the completion e-mail of the application for participation in the congress.</p>	
Participation fee	University faculty	JPY 12,000
	Students / Others	JPY 5,000
Banquet fee	JPY 3,000	
Payment Deadline	2024. 6. 28 [Fri.]	
Payment Method	* Registration will be completed upon confirmation of payment, so please complete the procedure by the deadline.	
	<ul style="list-style-type: none"> <li>● Please transfer to the following account and pay the transfer fee by yourself.</li> <li>● After payment, various expenses cannot be changed or refunded.</li> <li>● Please be sure to keep the "transfer statement" issued at the time of transfer. The transfer statement will be your receipt.</li> </ul> <p>Beneficiary Bank : MIZUHO BANK, LTD.            SWIFT code, BIC code : MHCBJPJT or MHCBJPJTXXX            Branch Name : NAHA BRANCH            Beneficiary's Account Number : 693-1911544            Beneficiary Name : Asian Society of Human Services</p>	



## 2. PRESENTATION ENTRY

\* Entry for presentations can be made from <PRESENTATION ENTRY>, which will be sent with the completion e-mail of the application for participation in the congress. If you would like to give a presentation, please complete the registration procedure in advance.

<b>Recruitment</b>	<b>Oral presentation (Few people) / Poster presentation</b> * After considering the content of the presentation, oral presenter will be designated through the conference secretariat, and we will contact the applicant individually. Please note that even if you apply for an oral presentation, it may be a poster presentation.	
<b>ABSTRACT FOAM</b>	<ul style="list-style-type: none"> <li>● Please fill out the necessary information according to the "ABSTRACT FOAM".</li> <li>● The written language must be English.</li> <li>● Please write the text within 800 words, excluding the titles of figures and tables.</li> <li>● No more than three charts in total.</li> <li>● No more than five keywords.</li> <li>● Please submit in Word format (.docx or .doc).</li> </ul>	
	<b>Entry Deadline</b>	<b>2024. 6. 21 [Fri.]</b>
<b>Presentation procedures and preparation</b>	<b>Oral</b>	<ul style="list-style-type: none"> <li>● Create in PowerPoint format (.pptx).</li> <li>● Please write the entire text in English, and specify the name of the conference, the name of the presenter, and the affiliation.</li> <li>● Each presenter will have 20 minutes for his/her presentation and 20 minutes for the Q&amp;A session for the two subjects combined. The time is subject to change slightly depending on the number of presentations. Please make your presentation strictly in accordance with the time specified in advance.</li> <li>● The language used during the presentation and Q&amp;A session should be either Japanese or Korean due to interpretation.</li> <li>● Simultaneous interpretation will be provided by the interpreter at the venue.</li> </ul>
	<b>Please bring your presentation file on the day.</b>	
	<b>Poster</b>	<ul style="list-style-type: none"> <li>● Please make your poster standard A4 size (up to 20 sheets) or A0 size (approximately 900 x 1200 mm).</li> <li>● Please write the entire text in English, and specify the name of the conference, the name of the presenter, and the affiliation.</li> <li>● Posters must be placed and removed within the designated time (15 minutes each). Any posters that have not been removed after the closing ceremony will be destroyed.</li> <li>● The presentation time is scheduled for 60 minutes, but is subject to change.</li> <li>● If you need to interpret, the interpreter at the venue will provide consecutive interpretation, so please use either Japanese or Korean.</li> </ul>
<b>Please print out your presentation materials and bring them with you to the day.</b>		