

## ICSIS – INTERNATIONAL CONFERENCE ON SUSTAINABILITY, INNOVATION, & SOCIETY

Location: **Universidade do Vale do Itajaí, Itajaí/SC - BRAZIL June 24 to 27, 2024**

### **RULES FOR PRESENTATION ON PAPERS**

#### **1. Participation**

- 1.1 The ICSIS (INTERNATIONAL CONFERENCE ON SUSTAINABILITY, INNOVATION, & SOCIETY) accepts works in the form of extended abstracts in the modes of theoretical essays/scientific articles, technological articles, cases for teaching, and experience reports (teaching, extension, and professional). For information on submission and registration procedures, visit the event's website ([Click here](#)).
- 1.2 At least one of the authors must be registered for the event to present their works. The works must be submitted for consideration by the ICSIS Scientific Committee within the deadlines established in this regulation.

#### **2. Content and languages**

- 2.1 The extended abstracts submitted to ICSIS should preferably address the event's themes "Sustainability, Innovation, and Society" or related themes.
- 2.2 The official languages at ICSIS are Portuguese, Spanish, and English.

#### **3. Authors**

- 3.1 Up to 5 (five) extended abstracts per author may be submitted, but each author may present up to 2 (two) works.
- 3.2 Certificates will not be issued for works not presented orally.
- 3.3 The certificate of presented work will be issued digitally.

#### **4. Submission rules**

- 4.1 The submission of works must be made through the website. It is up to the author to define the type of extended abstract in which they wish their work to be enrolled.
- 4.2 For the submission of Extended Abstracts, the format and structure models of the templates provided on the event's website must be strictly observed.
- 4.3 When submitting the extended abstract, the author must:
  - Fill in the following fields on the platform: title of the work, abstract, keywords, list of authors, and mode;
  - Send a PDF file containing a maximum of 6 pages, following the requirements of the selected mode's template;

- Use Times New Roman font, size 12, and single line spacing in the submitted files;
- Citations should follow ABNT or APA formats.

4.4 The Scientific Committee will consider the work **NOT APPROVED** if the name(s) of the author(s) are found in any parts of the work or hidden identification.

## 5. Evaluation criteria

5.1 The evaluation of the works will be carried out through the double-blind review system.

5.2 Evaluators will analyze the works based on the criteria specified in the models of each mode (scientific articles/theoretical essay, technological articles, cases for teaching, and experience reports).

## 6. Selection and classification

6.1 The works presented for evaluation must be original and unpublished. Works that have not been published in journals are considered as such.

6.2 The works will be judged by their quality according to the provisions in item 5.2. After the selection by the Scientific Committee, the General Coordination, together with the Scientific Committee, will distribute the works for presentation in each Thematic Group (TG), being able to eliminate those works with lower evaluation in favor of the feasibility of the presentations and relevant discussions.

6.3 Other procedures not provided in the Rules will be defined by the ICSIS Organizing Committee and communicated, in due course, to the authors of the works approved by the Scientific Committee. Any doubts not covered by these rules can be resolved directly through the event's communication channels.

## 7. Presentation and material available in each room

7.1 Authors should check the schedule (event website) for the TG room, time, and order of presentation.

7.2 Each room will be coordinated by moderator(s) responsible for: a) controlling the time in the presentations; and b) mediating the debate, analyses, and considerations of those present in each TG.

7.3 The order of oral presentations will be defined according to the criteria agreed upon by the Work Group - TG coordinators and ICSIS coordination.

7.4 The presentation time allotted to each work will be 10 minutes, following the previously established order of presentation. A template for the presentation will be made available on the event's website.

7.5 A multimedia projector will be available to presenters in the presentation rooms.

7.6 The presenter must bring their work saved on a laptop or another mobile device compatible with the multimedia projector.

## 8. Deadline for submission of works and announcement of results

8.1 Works must be sent to the ICSIS Scientific Committee through the event's website between March

1, 2024, and April 22, 2024.

8.2 The ICSIS Scientific Committee is not responsible for any problems with file submission in the submission of works.

8.3 The announcement of the results of the evaluated works will be made on May 20, 2024, on the event's website. Further information will be published on the event's website.

## 9. Publication of approved works

9.1 All presented works will have their Abstracts published in the ICSIS Proceedings.

9.2 By sending the work for consideration by the Scientific Committee, the authors agree to transfer the copyright of their articles for exclusive publication purposes in the event proceedings and on the websites of the institutions that are part of the organization of this congress. All rights over ideas, theses, and arguments will be exclusively reserved to the authors.

9.3 Doubts or controversial issues not included in these rules may be directly addressed with the Organizing Committee and Scientific Committee.

## 10. Schedule and General Provisions

10.1 The schedule of submission dates, announcement of results, registrations, and event activities will follow the calendar presented in Table 1. Any changes will be communicated and updated directly on the event's website.

Table 1 – Event Schedule

Important Dates
Opening of submissions (03/01/2024)
Deadline for project submission (04/22/2024)
Evaluation of submitted works (until 05/16/2024)
Announcement of Results (05/20/2024)
Registration deadline for presentation of approved works (until 05/31/2024)
Conference dates (June 24 to 27, 2024)

10.2 Os casos omissos nestas normas serão decididos pelo Comitê Organizador e Comitê Científico do ICSIS 2024.