ICSIS - INTERNATIONAL CONFERENCE ON SUSTAINABILITY, INNOVATION, &SOCIETY

Location: **Universidade do Vale do Itajaí, Itajaí/SC - BRAZILJune 24, 2024**

RULES FOR SUBMITTING AND PRESENTING PAPERS TO THE MASTER'S AND DOCTORAL CONSORTIUM

1. Participation

1.1 ICSIS (INTERNATIONAL CONFERENCE ON SUSTAINABILITY, INNOVATION, & SOCIETY) accepts Master's and Doctoral projects from students enrolled in Postgraduate Programs, whether academic or professional, into the Master's and Doctoral Consortium.

1.2 Submission and registration procedures must be carried out on the event's website (Click here).

1.3 Exclusively for the Master's and Doctoral Consortium, presentations can be made in person or virtually, and the author must indicate their preferred method at the time of submission.

1.4 The project must be submitted for consideration by the Consortium's Scientific Committee within the deadlines and conditions set out in these regulations.

2. Content and languages

2.1 Projects submitted to the ICSIS Master's and Doctoral Consortium should preferably address the themes of the "**Sustainability, Innovation and Society**" event or be related to them.

2.2 The project must be in a pre-qualification phase or recently qualified in its respective Graduate Program.

2.3 By submitting your project, the author will give the organizers permission to send it to the evaluators who will make up the judging panel.

2.4 At ICSIS, the official languages are Portuguese, Spanish and English.

3. Author

3.1 To submit a proposal to the Master's and Doctoral Consortium, the candidate must be a master's or doctoral student regularly enrolled in a postgraduate program.

3.2 Authors of papers approved for presentation at the Consortium must confirm their participation by registering for the event by the stipulated deadlines. Failure to register will result in the project being disqualified from participating in the Consortium.

3.3 Registration and presentation of projects in the Doctoral and Master's Consortium will allow the doctoral or master's student access to the other ICSIS presentation sessions, which will take place in person.

4. Submission rules

4.1 Papers must be submitted via the website. It is up to the author to define the type of project (master's or doctorate) in which they wish their work to be registered.

4.2 For the submission of master's and doctoral projects, the model and structure of the *template* available on the event's website must be observed.

4.3 When submitting the project, the author must:
- Fill in the following fields on the platform: title of the work, abstract, keywords, author, advisor, modality (master's or doctorate) and presentation modality (online or in person);
- Send a PDF file containing a maximum of 20 pages, following the requirements of the *template*.
- The last page of the *template* must contain a letter of consent from the supervisor authorizing the submission of the project to the Doctoral or Master's Consortium.
- Use Times New Roman font, size 12 and single line spacing in the submitted file;
- Citations and formatting should follow ABNT or APA formats;

4.4 The Consortium Organizing Committee will consider the work **NOT APPROVED** if it finds the name(s) of the author(s) in any part of the work or hidden identification, with the exception of the page relating to the advisor's letter of consent.

5. Evaluation criteria

5.1 All proposals submitted to the Consortium will be evaluated by PhD researchers, appointed by the Consortium's Organizing Committee, using the *double blind review* system.

5.2 The evaluators will analyze the projects on the basis of the criteria specified in the *template.* available, considering:

- Clear delimitation of the theme, problem and objectives. For doctoral theses, clarity in the delimitation of the "thesis" will also be assessed;

- Theoretical and practical relevance of the dissertation or thesis to knowledge in the field;

- Conceptual, academic and social contribution of the dissertation or thesis;

- Quality of the theoretical framework (density of the theoretical position and quality of the state-of-the-art analysis) and of the theoretical arguments that support the propositions and hypotheses that characterize the dissertation or thesis;

- For Theses, clarity in delimiting the epistemological position of the proposal;

- Adequacy and methodological clarity of the procedures in relation to the proposed objectives.

- Adequacy and clarity in the description of the stages for the operationalization of the study;

- Quality of the organization and presentation of the proposal (compliance with ABNT or APA standards, writing in accordance with grammar and spelling rules).

6. Selection and classification

6.1 The papers will be judged on their quality in accordance with the provisions of item 5.2. The Consortium's Organizing Committee will distribute the projects approved for presentation into Thematic Groups (TG), and may eliminate those projects with lower ratings in order to ensure the feasibility of the presentations and relevant discussions.

6.2 Other procedures not provided for in the Rules will be defined by the ICSIS 2024 Organizing Committee and communicated in due course to the authors of the projects approved by the Consortium Coordinating Committee. Any questions not covered by these rules can be answered directly through the event's official channels.

7. Presentation and material available in each room

7.1 The committee of researchers who discuss dissertations or theses is made up of PhD researchers appointed by the Consortium's Coordinating Committee. In the discussion sessions of the papers, the sessions are made up of two researcher-debaters.

7.2 Authors should check the program (event website) for the WG room, time and order of presentation of the consortium.

7.3 Each room will be coordinated by moderator(s) responsible for: a) controlling the timing of the presentations; and b) mediating the debate, analysis and considerations of those present in each WG.

7.4 The total time for presentation and discussion of each project will be 30 minutes, divided into 10 minutes for presentation and 20 minutes for discussion by the evaluators.

7.5 A *template* for presenting the project will be available on the event website.

7.6 Presenters will be provided with a multimedia projector in the presentation rooms. Presenters must bring their work saved on a laptop or other mobile device compatible with the multimedia projector.

8. Deadline for submitting projects and announcing results

8.1 Projects must be submitted to the ICSIS Scientific Committee **via the event website** between March 1, 2024 and April 22, 2024. Papers submitted after this date will be disqualified, with no right to appeals of any kind.

8.2 The ICSIS Scientific Committee is not responsible for any problems in sending files when submitting papers.

8.3 The results of the evaluated projects will be announced according to the schedule in item 10.1. If there are any changes to the schedule, they will be announced on the event's website.

9. General Provisions

9.1 Papers from the Doctoral and Master's Consortium will not be included in the Event Proceedings.

9.2 The submitted project certificate will be issued digitally.

9.3 Certificates will not be issued for projects that are not presented.

9.4 Doubts or controversial issues not contained in these rules can be dealt with directly by the event's Organizing Committee. Omissions will be decided by the Organizing Committee and the Coordinating Committee of the ICSIS 2024 Master's and Doctoral consortium.

10 Timetable

10.1 The schedule of dates for submission, publication of results, registration and event activities will follow the calendar shown in Table 1. Any changes will be communicated and updated directly on the event website.

Chart 1 - Event Schedule

Important dates
Submissions open (01/03/2024)
Deadline for submitting projects (22/04/2024)
Evaluation of submitted work (until 16/05/2024)
Announcement of Results (20/05/2024)
Deadline for submitting approved papers (until 31/05/2024)
Holding the Conference (June 24, 2024)

10.2 Any cases not covered by these rules will be decided by the ICSIS 2024 Organizing Committee and Scientific Committee.

Coordinating Committee of the Master's and Doctoral Consortium and Organizing Committee ofICSIS 2024
INTERNATIONAL CONGRESS ON SUSTAINABILITY, INNOVATION, & SOCIETY