

Individual Paper: Step-by-Step Proposal Application Walkthrough

Below is the Main **Call for Proposals** Submission page

<https://asianstudies.confex.com/asianstudies/2024/cfp.cgi>



Call for Proposals

2024 AAS Annual Conference

March 14 - 17, 2024

Dear Colleagues:

On behalf of the Program Committee for the Association for Asian Studies, I am pleased to issue the Call for Proposals for the AAS 2024 Annual Conference to be held March 14-17, 2024 in Seattle, Washington at the Seattle Convention Center and the Sheraton Grand Seattle Hotel.

We are pleased to invite colleagues in Asian studies to submit proposals for Organized Panels, Roundtables, Workshops, and Individual Paper sessions. The program committee seeks sessions that will advance knowledge about Asian regions and, by extension, will enrich teaching about Asia at all levels. Membership in AAS is not required to submit a proposal nor to present at the conference.

Please see the three-step guide below to start your submission process. The deadline for submission of all proposals and the International Exchange Travel Grants requests is Thursday, August 3, 2023 at 5:00 pm EASTERN Time. All proposals must be submitted electronically via the AAS electronic submission application. We will not accept proposals submitted via email. The proposal submission application will be available beginning through Thursday, August 3, 2023. Detailed instructions for completing the application can be found in the right-hand column of this screen.

If you have any questions regarding proposal submissions that are not answered in this Call for Proposals or the FAQs, please contact the AAS at AASconference@asianstudies.org.

We look forward to an exciting and intellectually stimulating conference in Seattle.

Sincerely,

Anne Gerritsen
University of Warwick

Program Committee Chair
2024 AAS Annual Conference

Proposal Preparation In Three Steps:

1. DECIDE ON YOUR PROPOSAL TYPE/FORMAT
 2. PREPARE SUBMISSION MATERIALS
 3. SUBMIT YOUR APPLICATION BY THE POSTED DEADLINE - August 3, 2023
- TECHNICAL SUPPORT

Login to GATEWAY to access your existing submissions

Begin A Submission To The Following:

INDIVIDUAL PAPER
Deadline for New Submissions:
Thursday, August 3, 2023

Begin a Submission

ORGANIZED PANEL
Deadline for New Submissions:
Thursday, August 3, 2023

Begin a Submission

ROUNDTABLE
Deadline for New Submissions:
Thursday, August 3, 2023

Begin a Submission

WORKSHOP
Deadline for New Submissions:
Thursday, August 3, 2023

Begin a Submission

This homepage provides links to each type of proposal submission for the 2024 Annual Conference.

Please note: You do not need to create an account to submit a proposal. Once you begin the application process, your contact information will be collected, and an **Initial Submission** email will be sent to the email address provided with a link back to the Gateway where you can return to your submission, if needed. If you return at a later time, the system will then ask to create an account based on the email used to being your submission.

You may use also find a link to the Gateway at the top right side of the page.

Step 1 – In the right side buttons, select ‘Begin a Submission’ in the Individual Paper section.



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Click here to begin the submission application

Step 2 – Complete information for each tab of your submission.

- Select the **Area of Study** of your individual paper in the first tab to begin.

Individual Paper Submission

Select Area of Study

Choose Area Of Study

(Choose the area of study most closely related to your submission, then click submit at the bottom of the page.)

Title

- Digital Technology
- East and Inner Asia
- Inter-Area/Border Crossing
- Northeast Asia
- Northeast Asia - Japan Focused
- Northeast Asia - Korea Focused
- South Asia
- Southeast Asia

[Submit](#)

Choose one Area of Study

- In the **Individual Paper Setup** Tab, add the Paper Title, your email, keywords, discipline and participation with AAS history:

Individual Paper Setup

Please review the Call for Proposals for complete information regarding different requirements for each proposal type.

Paper Presentation Title
Please use title case when entering your title; that is capitalize on the first letter of the first word after a colon, and any proper nouns or abbreviations. If the paper title contains a journal, book, movie, etc., please italicize as needed. The total length of the title should be no more than 200 characters, not including spaces.

Submitter's Email
You will receive initiation and confirmation emails at this address. Please add asianstudies@confex.com to your list of safe senders.

Keywords

The following two questions are simply for the purpose of scheduling. If your proposal is accepted, the program committee will use your selections below to assist with scheduling and to help avoid creating obvious conflicts that might cut into attendance at particular panels, etc. Again, this is collected purely for logistical and scheduling purposes.

Time Period
Choose the time period that best fits your session.

- Contemporary (post-2000)
- Post-1950
- 1800-1950
- 1400-1800
- Pre-1400
- None of the above

Choose one time period

Keywords
Select a primary and secondary keyword, in that order, that best fits your session (Limit of 2 choices).

- Anthropology
- Archaeology
- Cinema/Television/Electronic Media/Film
- Digital Humanities
- Economic History/Economics/Business
- Education/Teaching
- Environment/Ecology
- Food/Drink
- Gender Studies
- Geography/Space
- Global
- Indigenous Studies
- International Relations/Security Studies/Foreign Policy
- Law
- Library/Information Sciences
- Linguistics/Language Pedagogy
- Literature
- Manchu Studies/Qing Dynasty
- Material Culture/History
- Middle Class/Consumption Advertising
- Music and Sound
- Performance (Theatre, Dance)
- Philosophy
- Politics
- Popular Culture
- Print Culture/History
- Religion (Islam, Christianity, Buddhism, Hinduism, "Folk")
- Rural/Agarian Studies
- Science/Technology/Medicine
- Sociology
- Translation
- Urban Studies
- Visual Arts/Visual Cultures and Art History
- War and Military

Select a primary and secondary keyword, limit two (2) total.

Discipline(s)

Please select one or more disciplinary approaches. (At least one discipline is required – Maximum of four allowed)

Discipline

Please select one or more disciplinary approaches. (At least one discipline is required – Maximum of four allowed)

- Anthropology
- Archaeology
- Art/Art History
- Asian American Studies
- Bibliography
- Business Management
- Cinema Studies/Film
- Communications
- Economics
- Education
- Gender & Sexuality
- Geography
- History
- Information Technology
- International Relations
- Language
- Law
- Library Science
- Linguistics
- Literature
- Music/Musicology
- Performing Arts
- Philosophy
- Political Science
- Population Studies
- Psychology
- Religion
- Sociology
- Translation
- Urban Studies
- Woman Studies

Select one or more disciplinary approaches, maximum of four (4).

Participant History

Have you, or a co-author, presented an Individual Paper at an AAS Regional Conference?

- Yes
- No

Have you, or a co-author, presented an Individual Paper at an AAS Annual Conference?

- Yes
- No

Year of Ph.D.

Ph.D. received or expected in (enter "none" if not pursuing)

Once all sections on this tab are completed, click save to move on to the next tab.

- In the **Abstract** tab, enter the paper abstract. The maximum word count is 250 words.

Abstract Text

[Click here to show/hide instructions.](#)

0 words entered. You may not exceed 250.

You may copy and paste formatted text from your word processor. Use Ctrl-V to paste.

Save and Continue

Next step: **Session Logistics**

- Once the abstract has been added, click 'Save and Continue' to move on to the **Author** tab
- On the **Author** tab, input your information as the paper presenter. The system will first search to see if the panelist already exists in the database. Add a name and their role.

Search For A Person

Before adding a new name, search the database to see if that name and contact information have already been entered.

- The search is not case sensitive and returns only exact matches.
- Do not use wildcard characters such as *.
- You may use accented characters but it is not necessary to do so.
- If the name is not found, enter it in the data entry form that appears next.
- Select each relevant role option, if applicable. This will add that person to each role.

- If the name is already in the system, it will appear in the search results. If they are not in the system, a 'Not Found' option appears that may be selected to enter their name.

Search Results

Please select the appropriate name from the list below, or select "Name Not Found".

- Angie Bermudez, angietest@test.com - AAS ; AAS
- Not Found - Enter a new name

Note: You may view and change this person's affiliation information on the next step by choosing "Select and Edit".

Select **Select and Edit**

If the correct person appears, but their affiliation or email is incorrect, choose Select and Edit to update their information.

- When adding/editing a speaker's contact information, the following screen appears:

The screenshot shows a form with the following fields:

- First Name *: Angie2
- Middle Initial: (empty)
- Family/Last Name *: Bermudez
- Email Address *: ascoggs@icloud.com
- Rank *: Other (dropdown menu)
- AAS Contact ID (If Known): (empty)

- Below the contact information section is the Affiliation Information. An affiliation must be included to save the speaker.

The screenshot shows the 'AFFILIATION(S) IN USE' section with the following fields:

- AAS (radio button selected)
- Affiliation *: AAS (text input)
- Address 1: (empty)
- City *: Ann Arbor (text input)
- State: Michigan (dropdown menu)
- Country *: United States of America (text input)
- [Add a New Affiliation] (button)
- [Save and Continue] (button)

Callouts:

- If the speaker has a different affiliation not listed, select Add a New Affiliation to update.
- Once all data is updated, click save and continue.

- Once saved, the next screen will prompt to Add/Edit People presenting the paper:

Add/Edit People

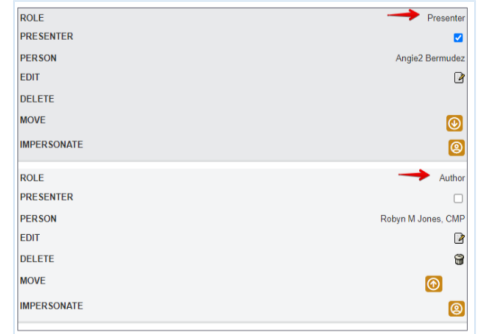
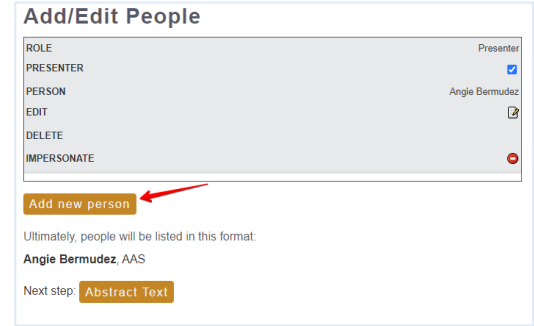
ROLE	PRESENTER	PERSON	EDIT	DELETE	MOVE
Presenter	<input checked="" type="checkbox"/>	Angie Test			Save
Author	<input type="checkbox"/>	Angie2 Bermudez			Save

Add new person

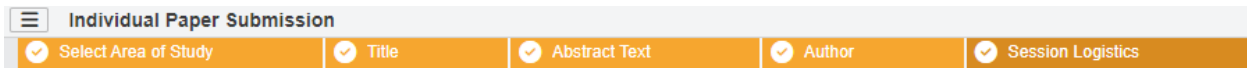
Select to add additional authors.

- When adding a new person, you will be prompted through the same steps to search for an existing account and if it does not exist, then adding a new person.
- You may return to this page and edit speaker information by selecting the edit icon.

- To add co-authors:
 - Click the hyperlinked name of the Presenter.
 - In the pop-up window, click Add Person.
 - Search for the person via email address. If they are not already in the system, you will be asked to fill in their information.
 - Once found, select the co-author and save.
 - The co-author will be added as a co-author only. If the individual is also planning to co-present, please click on the hyperlinked names again and check the presenter box for the new co-author name added. The information will automatically save.



- Once complete, the **Sessions Logistic** tab will become available:



Session Logistics

Presentation Format - In-Person or Virtual

The AAS 2024 Annual Conference will take place in Seattle, WA, March 14-17. We will also hold a individual paper virtual sessions and paper presentations on March 1, 2024. We are accepting a limited number to be presented at the virtual component.

Individual papers will be organized into organized papers sessions consisting of individual papers. The AAS is unable to support in-person. All presenters of individual Papers accepted to an in-person session scheduled in Seattle, must appear in Seattle; we will not accept virtual presentations. Individuals may not change presentation formats (virtual to in-person, in-person to virtual)

Please indicate if your preference to present IN-PERSON or VIRTUALLY.

- In-Person Session Presentation: (All speakers will present in Seattle)
- Virtual Session Presentation: (All speakers will present virtually)

Scheduling Conflicts

Submitting a proposal is a commitment to participate and attend the annual conference if the proposal is accepted. However, the scheduling conflicts you would like the Program Committee to consider. These include: work conflicts, travel conflicts, conflicts with other panels, etc. **Note: Panel scheduling is determined during the final review and selection process; once panels are scheduled we are unable to change them. SCHEDULING CONFLICTS PRIOR TO COMPLETING YOUR SUBMISSION.**

1 word entered. You may not exceed 150.



None

Indicate if you are submitting to be selected for an In-Person OR Virtual Session * Note Virtual will take place on March 1, 2024. A limited number of individual papers will be presented at the virtual portion of the conference.

Please include if you have any scheduling conflicts in this text box.

Step 3 – Submit your Individual paper proposal.

Now you are on the final **Confirmation** tab. Proof all entered information before submitting.

Individual Paper Submission ID: 1059

Title Abstract Text Author Session Logistics Confirmation

Conclude Submission

Please **PROOF** what you have entered.
If all of the information looks OK, then click 'Submit'. What you see is what we have in our database for this presentation.
To change anything, click on a link in the Workshop Session control panel.

Click [here](#) to print this page now.

Abstract Text:

test

Paper Presentation Title:

Na

Submitter's Email:
ascoggs@icloud.com

Time Period:
Contemporary (post-2000)

Keywords:
Anthropology, Archaeology

Discipline(s):
Anthropology, Archaeology, Art/Art History and Asian American Studies

Presented Previously at an AAS Regional Conference:
No

Presented Previously at an AAS Annual Conference:
No

Year of Ph.D.:
none

Presentation Format:
In-Person Session Presentation

Scheduling Conflicts:
Test

Accessibility for this session:
N/A

First Author

Angie2 Bermudez
Email: ascoggs@icloud.com -- Will not be published

AKB
Canton MI
USA

- The option to print the page is also available.
- Once the information is fully proofed, scroll to the bottom of the page and submit your paper by clicking 'Submit.'

Submit

- Following submission, you and will received a confirmation message:

Your Individual Paper Submission Has Been Received

[Print this page](#)

You have submitted the following individual paper to 2024 AAS Annual Conference. Receipt of this notice does not guarantee that your submission was complete or free of errors.

If necessary, you can make changes to your individual paper submission between now and the deadline of **Thursday, August 3, 2023**.

To access your submission in the future, login to [Gateway](#).
Or [Contact Technical Support](#) if you need technical assistance accessing Gateway. Your submission ID is: 6394.

Any changes that you make will be reflected instantly in what is seen by the reviewers. You DO NOT need to go through all of the submission steps in order to change one thing. If you want to change the title, for example, just click "Title" in the individual paper control panel and submit the new title.

* Please note: For urgently needed technical support, phone +1 (401) 334-0220 between the hours of 8:30 AM and 6:00 PM Monday through Friday, US Eastern Standard Time (GMT - 05:00).