



24-27 August 2021

Kyoto, Japan

## Individual Paper Proposal

*An individual paper presentation that, if accepted, will be grouped into a panel with other individual papers by the ICAS 12 Academic Selection Committee*

- The ICAS 12 Academic Selection Committee will compile panels of 4–5 individual paper presenters. The time slot for a panel composed of individual papers is one hour and forty-five minutes. Please note that the ICAS 12 Academic Selection Committee will do its utmost to gather papers with the same theme together in a panel. In exceptional cases this might prove difficult.
- Our point of departure in programming the panels is that all participants are present for the duration of the meeting. Due to the large number of panels it is impossible to take individual programme requests concerning date and timing of presentations into account.
- Applicants are only allowed to submit **one paper proposal**. It is not permitted to submit two or more abstracts.
- The maximum number of words for a paper abstract is 250 words. No exceptions are possible. The abstract has to be included in the proposal form and cannot be sent separately. Please avoid the inclusion of diacritics or non-Roman characters.
- After submitting your proposal, a notification email will be sent to your email address informing you that the proposal has been successfully submitted. Please contact the ICAS 12 Secretariat at [icas12@iias.nl](mailto:icas12@iias.nl) in case you have not received this notification (please check your spam folder as well before contacting us).

↓ [Scroll down for a step-by-step submission manual](#) ↓

**Step 1 – Register or log in to the Submission System**

When you are new to the system an account profile needs to be set up, please click the 'Join Now' button. When you have created your account an email with the log-in link will be sent to the email address you have used to create your account with. Through the link you can access the ICAS 12 submission system any time before the submission deadline in case you are unable to finish the submission in one go or if you need to amend details at a later time. If you have forgotten your access key, you can click the 'Lost your access key?' link, fill in the email address you have used to create your account with and a link to reset your access key will be sent to you.



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Abstract Scorecard®

Conference Details | Technical Support

Welcome to the ICAS 12 Proposal Submission Form

The screenshot shows the 'Log in to the ICAS 12 Submission System' page. It is divided into two main sections: 'New users for ICAS 12' and 'Already started a submission?'. The 'New users' section contains a 'Join Now' button. The 'Already started a submission?' section contains input fields for 'Email Address' and 'Access Key', a 'Login' button, and a 'Lost your access key?' link. Annotations in red boxes with arrows point to the 'Join Now' button, the 'Email Address' and 'Access Key' fields, the 'Login' button, and the 'Lost your access key?' link.

Please click here when you are new to the system

When you have already started a submission, you can log in here. The login link will be sent to the email address you registered with.

Lost your access key?

If you have forgotten your access key, please click this link and fill in the email address you registered with and a link to reset your access key will be sent to you.

Questions? Organizer: ICAS 12 - icas12@iias.nl

**Step 2 – Home page of your account**

On the bottom of the home page this manual and the proposal formats descriptions can be downloaded. It is advisable to view these format descriptions first as there are several different proposal formats.

Start a new proposal by clicking on the green link 'Click here to begin a new Proposal'

ICAS 12

24-27 August 2021

Kyoto, Japan

Call for Papers | Home | Log Out

Conference Details | Technical Support

**EVENT INFORMATION**

ICAS 12  
24 - 27 August, 2021  
Kyoto  
Japan  
Contact the Event Organizer

**YOUR PROFILE**

Tess Tester  
International Institute for Asia...  
Logins: 0 Log Out  
View / Edit Your Profile

**SUBMIT FEEDBACK**

We always welcome feedback, and we want to hear what you like and what can be improved.  
Feedback Form

**PROPOSALS** (You have 0 complete proposals, 0 incomplete proposals, and 0 withdrawn proposals)

[Click here to begin a new proposal](#)

**SUBMISSION MANUAL AND PROPOSAL FORMATS DESCRIPTION**

Please click on the links to view the [Submission manual](#) or [All proposal formats description](#).

**Step 3 – Start a new proposal**

Fill in your proposal title and select a proposal type. View the description of the different submission types by clicking on the link 'View Submission Type descriptions.' with the description you will also find a submission manual for that specific format.

**START A NEW PROPOSAL** Submit

Please note that each participant is only allowed to submit/present ONE paper in an organized/institutional panel OR as an individual presentation. In addition to presenting this paper the presenter is allowed to do a PhD pitch, Book presentation or take on other (multiple) roles, such as chair or discussant, or roundtable participant.

**Proposal Title \***  
Please use headline-style capitalization (title case), e.g. Latests Developments and Trends in Asia

0 characters (200 max)  
0 words (25 max)

**Submission Type \***  
Please note that paper presentations that are part of an organized/institutional panel should not be submitted as an individual paper.

-- Select Submission Type -- Select the type of submission in this dropdown menu

[View Submission Type descriptions.](#) View the description of the different proposal formats in this link.

Submit

## Individual Paper - Task list


Your proposal details can be viewed on top of this page. **There are four tasks that need to be completed before you can submit your proposal. They can be viewed in your Task list.**

1. The Contributor Task
2. The Paper Abstract Task
3. The Grant Application Task
4. The Disclaimer Task

Call for Papers | Home | Log Out Conference Details | Technical Support

Proposal Title: Mythical Creatures in Asia

Home / Proposal / Task List for 'Mythical Creatures in Asia'



### TASK LIST

Save Submission

Please click on each task below to enter the requested information. A large **green check mark** will appear once the task has been completed. After you have completed all of the tasks below, click 'Save Submission'.

When you have checked all details and are ready to submit your proposal, click the 'Submit' button.


[Edit Mythical Creatures in Asia](#)

Proposal ID: 850707


Submission Type: Individual Paper

Proposal Status: Active


New proposal was successfully added.




**1. Contributor**  
Click here to add a contributor to this submission.



**2. Paper Abstract**  
Click here to provide your paper abstract.



**3. Grant Application**  
Please indicate here whether you would like to apply for a conference grant or not if your proposal will be accepted.



**4. Disclaimer**  
Click here to indicate your agreement.

Save Submission

### 1. The Contributor Task:

The submitter's name will automatically be copied as the presenter. If the submitter is the only contributor of this paper, click on the name to complete the contributor's profile.

If this paper has a co-author, this person can be added as shown in the image below:

Call for Papers | Home | Log Out Conference Details | Technical Support

Proposal Title: Mythical Creatures in Asia

Home / Proposal / Tasks / Edit Contributor Task for 'Mythical Creatures in Asia'

**EDIT CONTRIBUTOR TASK FOR 'MYTHICAL CREATURES IN ASIA'** Save Contributors

\* indicates required

To add a contributor:

- Type the contributor's first name, last name, and email address.
- Click 'Add Contributor'.

To complete a contributor's profile:

- Click on the contributor's name to complete the profile.
- A **green check mark** indicates a complete profile.

Once the profile is complete, click 'Save Contributors' to complete the task.

**Add New Contributor**

Fill in these details for a co-author (max 2) and click 'Add Contributor' to add this person.

First Name *	Last Name *	Email *	Role *
<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Select Role --

[Add Contributor](#)

**Contributor List**

You must add at least 1 contributor and no more than 3.  
You must have 1 presenter for this proposal.  
You can add a maximum of 2 co-authors for this proposal.

**1** Tess Tester  
International Institute for Asian Studies  
Profile incomplete ✖  
Role(s): Presenter

[Edit Tess Tester's Profile](#)[Remove Tess Tester](#)

[Save Contributors](#)

A person's name can easily be removed by clicking the red Remove button.

A red warning '**Profile incomplete**' will appear when the person's profile is incomplete. The profile can be completed by clicking on 'Edit Profile' and filling in the required information. If you want to continue at a later point, just click the 'Save Contributors' button and you can complete the profile(s) at a later time.

Call for Papers | Home | Log Out Conference Details | Technical Support

Proposal Title: Mythical Creatures In Asia

Home / Proposal / Tasks / Edit Contributor Task for 'Mythical Creatures in Asia'

### EDIT CONTRIBUTOR TASK FOR 'MYTHICAL CREATURES IN ASIA'

Save Contributors

\* indicates required

**To add a contributor:**

- Type the contributor's first name, last name, and email address.
- Click 'Add Contributor'.

**To complete a contributor's profile:**

- Click on the contributor's name to complete the profile.
- A **green check mark** indicates a complete profile.

Once the profile is complete, click 'Save Contributors' to complete the task.

Thank you for adding a new Contributor. You can click their name to edit their details.

**Add New Contributor**

First Name \*    Last Name \*    Email \*    Role \*

           -- Select Role --

**Add Contributor**

**Contributor List**

You must add at least 1 contributor and no more than 3.  
You must have 1 presenter for this proposal.  
You can add a maximum of 2 co-authors for this proposal.

<b>1</b>	Tess Tester International Institute for Asian Studies <b>Profile incomplete</b> ✖ Role(s): Presenter <b>Edit Tess Tester's Profile</b> Remove Tess Tester	↑ ↓
<b>2</b>	Brown Bear <b>Profile incomplete</b> ✖ Role(s): Co-Author <b>Edit Brown Bear's Profile</b> Remove Brown Bear	↑ ↓

**Save Contributors**

Warning appears when profile is incomplete

To complete the profile, click on 'Edit Profile'

When a profile is completed a check mark will appear. When all profiles show 'Profile completed' this task is completed.



### EDIT CONTRIBUTOR TASK FOR 'MYTHICAL CREATURES IN ASIA'

Save Contributors

\* Indicates required

**To add a contributor:**

- Type the contributor's first name, last name, and email address.
- Click 'Add Contributor'.

**To complete a contributor's profile:**

- Click on the contributor's name to complete the profile.
- A **green check mark** indicates a complete profile.

Once the profile is complete, click 'Save Contributors' to complete the task.

#### Add New Contributor

First Name \*    Last Name \*    Email \*    Role \*

           -- Select Role --

Add Contributor

#### Contributor List

You must add at least 1 contributor and no more than 3.  
You must have 1 presenter for this proposal.  
You can add a maximum of 2 co-authors for this proposal.

- 1 Tess Tester  
International Institute for Asian Studies  
Profile completed ✓  
Role(s): Presenter  
Edit Tess Tester's Profile    Remove Tess Tester
- 2 Brown Bear  
International Institute for Asian Studies (IIAS)  
Profile completed ✓  
Role(s): Co-Author  
Edit Brown Bear's Profile    Remove Brown Bear

Profiles are completed

Save Contributors    Click 'Save Contributors' to save the information and to return to the Task list.



## 2. The Paper Abstract Task


The Proposal title that you have filled in at **Step 3** will automatically appear here. If needed, you can change it here, your Proposal details will automatically be updated accordingly.

Select a theme and region. The paper abstract can be a maximum of 250 words.

Call for Papers | Home | Log Out Conference Details | Technical Support

Proposal Title: Mythical Creatures in Asia

Home / Proposal / Tasks / Edit Paper Abstract Task for 'Mythical Creatures in Asia'



### EDIT PAPER ABSTRACT TASK FOR 'MYTHICAL CREATURES IN ...'

Continue

\* indicates required

Please answer the following questions.

**Proposal Title \***  
Please use headline-style capitalization (title case), e.g. Latests Developments and Trends in Asia

characters

4 words (Max 25 words)

**Theme \***  
Please select one.











-- Select a Theme --

**Please select your region. \***

-- Select One --


**Paper Abstract \***  
(250 words maximum)

File Edit Insert View Format Table Tools


**B** *I* U  $x_2$   $x^2$            Help

0 characters  
0 words (Max 250 words)

Click 'Continue' to save and to return to the Task list.



Enlarge the box if needed by pulling this triangle downwards.



Continue

### 3. The Grant Application Task

Participants of ICAS 12 are expected to fund their own registration fee, travel and accommodation.

Grant application eligibility:

- Limited financial support is only available for selected PhD students and early career scholars (obtained PhD degree after 1 January 2018). Only the person with the presenter role is eligible for a grant.
- Grant requests can only be submitted through this form.
- Only successfully submitted proposals before the Call for Proposals deadline will be considered.

If you would like to apply for a grant, please tick 'Yes' and **you will receive further instructions on how to complete your grant application after the review process and if your proposal is accepted**. In the case you tick 'No', you will **not** receive these instructions.



#### EDIT GRANT APPLICATION TASK FOR 'POLITICAL POLARISATI...

Continue

\* indicates required

Participants of ICAS 12 are expected to fund their own registration fee, travel and accommodation.

Eligibility:

- Limited financial support is only available for selected PhD students and early career scholars (obtained PhD degree after 1 January 2018). Only the person with the presenter role is eligible for a grant.
- Grant requests can only be submitted through this form.
- Only successfully submitted proposals before the Call for Proposals deadline will be considered.

If you would like to apply for a grant, please tick 'Yes' and you will receive further instructions on how to complete your grant application after the review process and if your proposal is accepted. In the case you tick 'No', you will not receive these instructions.

1

If your proposal will be accepted would you like to apply for a grant? \*

If no, please tick 'No' and continue. If yes, please tick 'Yes' you will receive further instructions if your proposal will be accepted.

Indicate whether you would like to apply for a grant by choosing either 'Yes' or 'No'.

Continue

If you tick 'Yes' you will receive further instructions on how to complete your grant application after the review process and if your proposal is accepted.

#### 4. The Disclaimer Task

Accepted proposals will be included in the Conference programme and published on the conference website. However, only abstracts and names of presenters who have registered and paid within the given deadline qualify for the above. The organisers of this event take no responsibility for any published abstracts submitted. Any issues or errors arising from the abstracts are solely the responsibility of the authors.


To stimulate contact about the panel before the conference, email addresses of submitters with an accepted proposal may be shared with panel chairs and/or your fellow panel members if needed. If you have strong objections to this, please contact the conference organisers at [icas12@iias.nl](mailto:icas12@iias.nl). Your email address will not be shared with outside parties.

Please tick the 'I agree' box, type your Full name and 'Submit Agreement'.

Call for Papers | Home | Log Out Conference Details | Technical Support

Proposal Title: Mythical Creatures in Asia

[Home](#) / [Proposal](#) / [Tasks](#) / Edit Disclaimer Task for 'Mythical Creatures in Asia'



### EDIT DISCLAIMER TASK FOR 'MYTHICAL CREATURES IN ASIA'

Submit Agreement

\* indicates required

Please indicate your agreement below.

Accepted proposals will be included in the Conference program and published on the conference website. However only abstracts and names of presenters who have registered and paid within the given deadline qualify for the above. The organisers of this event take no responsibility for any published abstracts submitted. Any issues or errors arising from the abstracts are solely the responsibility of the authors.

To stimulate contact about the panel before the conference, email addresses of submitters with an accepted proposal may be shared with panel chairs and/or your fellow panel members if needed. Your email address will not be shared with outside parties. If you have strong objections to this, please contact the conference organisers at [icas12@iias.nl](mailto:icas12@iias.nl).

---

I agree.

*Tess Tester*

Please indicate your agreement by typing in your full name above

Submit Agreement

The Task list is completed when all tasks are marked with a green check mark.



## TASK LIST

Save Submission

Please click on each task below to enter the requested information. A large green check mark will appear once the task has been completed. After you have completed all of the tasks below, click 'Save Submission'.

When you have checked all details and are ready to submit your proposal, click the 'Submit' button.






[Edit Mythical Creatures in Asia](#)

Proposal ID: 850707

Submission Type: Individual Paper

Proposal Status: Active

Disclaimer task was successfully completed on Friday, 14 February, 2020, 11:54 AM

-   **1. Contributor**  
Completed Friday, 14 February, 2020, 11:23 AM  
Click here to add a contributor to this submission.
-   **2. Paper Abstract**  
Completed Friday, 14 February, 2020, 11:37 AM  
Click here to provide your paper abstract.
-   **3. Grant Application**  
Completed Friday, 14 February, 2020, 11:50 AM  
Please indicate here whether you would like to apply for a conference grant or not if your proposal will be accepted.
-   **4. Disclaimer**  
Completed Friday, 14 February, 2020, 11:54 AM  
Click here to indicate your agreement.

A green check mark indicates that a task is completed.

When all tasks in the Task list are completed, click 'Save Submission' to proceed.


Save Submission

**Preview, check and submit your proposal.**

Call for Papers | Home | Log Out Conference Details | Technical Support

Proposal Title: Mythical Creatures in Asia

Home / Proposal / Tasks / Submit



## PROPOSAL SUMMARY

Submit

[Edit Mythical Creatures in Asia](#)

Proposal ID: 850707  
Submission Type: Individual Paper  
Proposal Status: Active

Click 'Submit' when you have previewed and checked your submission details

You have completed all the required tasks for this proposal. Use the "Submit" button to complete your proposal.

- ✔ **1. Contributor**  
Completed - Friday, 14 February, 2020, 11:23 AM
- ✔ **2. Paper Abstract**  
Completed - Friday, 14 February, 2020, 11:37 AM
- ✔ **3. Grant Application**  
Completed - Friday, 14 February, 2020, 11:50 AM
- ✔ **4. Disclaimer**  
Completed - Friday, 14 February, 2020, 11:54 AM

Click here for a preview of your proposal.