

CALL FOR PAPERS AND POSTERS

67th SEDAAG Meeting
Asheville, North Carolina
November 18-20, 2012

Everyone is invited to the 67th Annual Meeting this November in Asheville and to submit a paper or poster, and to participate in the program as a panelist or session chair.

Both graduate and undergraduate students are strongly encouraged to participate and present at the meeting. Graduate students are encouraged to submit papers for the Student Honors Competition. Undergraduate students are encouraged to submit posters for a competition sponsored by the education committee (a separate announcement will be sent a later date about this competition).

Special sessions, such as those organized thematically around specific research areas, methodological approaches, or regions are welcome. Please see the sections below for further information on special sessions.

The Program Chair for the 2012 meeting is Ron Kalafsky from the University of Tennessee. All submissions (including Student Honors) and queries concerning the meeting should be sent to him at: SEDAAGmtg@gmail.com.

Please note that all paper/poster presenters and session chairs must be members of SEDAAG (membership information can be found at www.SEDAAG.org).

I. SUBMISSION INSTRUCTIONS FOR ALL PARTICIPANTS

The deadlines:

For all paper submissions is Friday, August 24, 2012

For all poster submissions is Friday, September 7, 2012

Submissions received after the deadlines will not be accepted for consideration. All papers and poster descriptions received by the deadline will be reviewed by the Program Committee. Inclusion on the program is subject to acceptance by a blind-review process

Notify the program chair immediately if you do not receive confirmation within one

week that your materials were received.

As mentioned above, all papers and poster descriptions are to be submitted as email attachments to: SEDAAAGmtg@gmail.com.

In the subject line of your submission email, please put the type of presentation you are submitting (paper, student honors paper, undergraduate poster, poster, student honors poster) and “submission SEDAAAG 2011” (for example, “paper submission SEDAAAG 2011”). Note that this is critical to ensure that papers/posters are organized into the correct categories.

In the body of your email, please include the following information:

- a) type of presentation
- b) title of the paper
- c) author's (or authors') name(s)
- d) affiliation
- e) complete mailing address
- f) email address
- g) Honors category, if applicable (Ph.D. paper, Master's paper or Poster). *Please leave this line blank if you are not submitting a paper for an honors session*
- h) GTU session (if applicable)

For example:

- a) Paper
- b) On the Biogeography of Penguins
- c) Bourghassi, Carmina
- d) University of Virginia at Pungo
- e) Department of Geography
University of Virginia at Pungo
Pungo, Virginia 23456
- f) cbourghassi@uvapungo.edu
- g) Ph.D. student honors paper

Document Format for All Papers and Poster Descriptions. The title of the paper or poster description should appear at the top of the first page. The **author's name, address, or affiliation must NOT appear** anywhere in the paper or poster description. All papers and poster descriptions should use full double spacing with 12-point type fonts. Left-justify your abstract only and use single spacing. Pages must have at least one-inch margins all around and all pages must be numbered. References to illustrations should occur at the appropriate place in the text. Citations should follow the format used in recent articles in the *Southeastern Geographer*. All maps, graphs

and tables must be included, labeled and numbered, but need not be in final form in submitted versions.

Abstract Format.All submissions (including honors papers) must be accompanied by a single-spaced abstract that is no longer than 200 words total. Abstracts must begin with the paper title, followed by the author's name(s), and institutional affiliation(s). This is followed by the body of the abstract. If the abstract contains more than one paragraph, leave two spaces between paragraphs. Abstracts will be reformatted for listing on the web, so please do not embed unnecessary formatting in the abstract. Such formatting may cause extra work in processing or glaring discrepancies in the final format. Authors are responsible for editing and proofreading their abstracts; they will be listed as submitted. Again, only left-justify your abstract and use single spacing.

Instructions for Attached Files.Files should be submitted in Microsoft Word formats (do not use a Word Perfect or pdf format, as this will cause delays in session organization and program publication). If your system does not automatically screen for viruses, please check your files manually before sending.

Important:All submissions should have at least two files. Name them with your surname and first initial as follows: 1) SurnameXabst (abstract), and 2) SurnameXppr or SurnameXpstr, for a paper or poster, respectively.

No file should be larger than 2 Mb. For paper files larger than 2 Mb, separate the graphics from the text, and send the graphics in one or more separate files. For review purposes graphics can be done at low resolutions and compressed to facilitate email transfers. If graphics are loaded into word processing files, please shrink the graphics files first. If files unavoidably remain larger than 2 Mb, split them into multiple files and number them sequentially.

Paper Submissions: Additional Guidelines

Paper submissions must not exceed eight pages, *exclusive* of maps, graphs, tables, literature cited, and the title page. Accepted papers must be presented in fifteen minutes or less. If an author plans to discuss illustrations during the presentation, the text of the paper should be shorter than the eight-page maximum.

Note that each room used for Regular, Student Honors and GTU paper sessions will have an LCD projector for Power Point presentations. To avoid delays associated with setup time for each paper, it is extremely important that presenters using the digital projectors bring your presentation on a CD and/or a jump drive at least 15 minutes before the session begins and upload it to the PC.

Poster Description Submissions: Additional Guidelines

Poster submissions must be accompanied by a two-page description, exclusive of maps, graphs, tables, literature cited, and the title page. The description should not have your name, address, or affiliation on it because it will go out for blind review. The description should detail the purpose, research design, related literature, and findings of the poster. Maps, graphs, photos and tables must be included, but they do not have to be in final form.

Abstracts. Guidelines for poster abstracts are identical to those for paper abstracts (see Abstracts above).

Poster set-up. Stands for presenting posters will be provided by SEDAAG. As in previous years, poster dimensions will be 36” x 48” . Materials should be of professional quality and legible from a distance of three feet. Text should be confined to brief statements.

II. ORGANIZING A SPECIAL SESSION

Special sessions are a valuable contribution to SEDAAG meetings, providing a topical or thematic focus for paper presentations. Organizers of special sessions should adhere to the following guidelines:

Special session plans should be submitted by Monday, August 13th, 2012

And, the due date of August 24th for all materials for the special session still applies.

Organizers should provide a draft *special-session plan* to the program chair that includes the session title, session chair, intended paper titles, authors’ names (and discussants, if appropriate), and institutional affiliations.

All papers submitted are subject to the regular submission and review process. Organizers of special sessions should collect and send all material to the Program Chair. It is the responsibility of the session organizer to see that all material is submitted on time and in its completed form.

Note: the following is new. Please send your proposed special sessions to the Program Chair in a Word attachment including: 1) the session name; 2) participants with their affiliations, e-mail address, and names of their papers; and 3) the order in

which you want the papers to be presented.

Session organizers are welcome to assign discussants, either for the entire session or for individual papers (though it is no longer necessary). If discussants are used, it is the organizer's responsibility to arrange for discussants before submitting the proposed session.

Time and space constraints dictate that a special session should have a minimum of four papers. The program chair reserves the right to add papers to the session or to merge special session papers into other sessions, especially if three or fewer papers survive the review process.

III. GUIDELINES FOR THE STUDENT HONORS COMPETITION

The Student Honors competitions consist of paper competitions for both the Master's and Doctoral level and one combined poster competition for Master's and Doctoral levels.

Eligibility. To be eligible to participate in the Student Honors competition, the graduate student must have been enrolled in a geography program and in residence at the sponsoring department at the time his or her research was done. The sponsoring department must be located within the SEDAAG region. Ph.D. students must still be enrolled as a student at the time his or her paper is presented. Master's students who have graduated since doing their research may present their papers at the first SEDAAG meeting following graduation. Papers should represent original research. Maps, illustrations, and other audiovisual materials should be designed or constructed by the author. No multiple-authored papers will be accepted.

Departmental Responsibilities. Sponsoring departments should verify the eligibility of the graduate student for the Honors competition and conduct preliminary screening of such papers to ensure that those submitted are quality products. To the extent possible, departments should ensure that authors of papers accepted in the Honors competition will be able to attend the 2011 meeting and be present at the awards ceremony.

Awards. Normally, one Master's-level paper award, one Doctoral-level paper award, and one Master's/Doctoral poster award are presented each year, but decisions regarding the Honors award are left entirely to the discretion of the Honors Committee. The Ph.D. paper award will be for \$1,000, the Master's paper award will be for \$500, and the Master's/Ph.D poster award will be for \$500. Each award includes a year's paid membership in the Association of American Geographers (AAG) and a plaque. Presentation of awards will be made at the

Honors banquet. All students who have papers accepted in the final competition will have their annual meeting registration fee and Honors banquet fees waived.

Topics. Papers and posters on any geographic topic may be entered into the Honors competition. Every paper, poster and oral presentation will receive a critical and impartial evaluation.

Evaluation Procedures. Papers and posters submitted for the Honors competition will undergo preliminary screening by the Honors Committee. Those accepted for the competition will be referred to the Program Committee for inclusion in one of the student honors competition sessions. Papers and posters not included in the competition but accepted for the program will be placed in appropriate sessions elsewhere in the program. Each paper submitted to the Honors competition will be evaluated for its quality as a written report on original research undertaken by the author, and for its oral presentation and defense. The written and oral evaluations will be weighted 60 percent and 40 percent, respectively.

Each poster submitted to the Honors competition will be evaluated for its quality as a written report on original research undertaken by the author, for its oral presentation and defense, and for its visual presentation of the poster. The written, oral, and visual evaluations will be weighted 30 percent, 30 percent, and 40 percent respectively.

Content will be the primary general criterion in the written evaluation, but the author should use proper English as well as appropriate illustrations and documentation. The paper should be prepared as if it were to be published, although draft copies of maps and figures for the written review will be accepted.

A primary criterion will be a well-defined research objective and a research procedure appropriate to achieving it. The paper should focus on one or more research questions and present at least a tentative answer. Papers without such a focus will be scored lower.

The evaluation of the oral presentation will be independent of the evaluation of the written paper, and will focus on the professional quality of the presentation and the adequacy with which questions are answered. It is important that the oral presentations be lively and well illustrated. Appropriate modifications of the written paper should be incorporated into the oral presentation wherever suitable, although major alterations of the written paper are discouraged. The quality, appropriateness, and visual appeal of any maps, figures, and illustrations will be an important part of the evaluation. All visual aids should be intelligible from the back of the room. In

order to leave adequate time for questions, each oral presentation should adhere strictly to the time limits (usually about 15 minutes) for delivery specified by the person chairing the session.

The evaluation of the visual presentation of the poster will include quality, appropriateness, and visual appeal of any maps, figures, and illustrations and their relevance to the topic of the research. Materials should be of professional quality and legible from a distance of one meter (~3.3 ft). Text should be confined to brief statements. Stands for posters will be provided by SEDAAG. Maximum poster dimensions are 36" x 48" (91 cm x 122 cm).

Voting. No Honors Committee member shall vote on a paper by a student from his or her institution or to whom they are related, although this restriction shall not discourage or prevent that member's participation in the discussion preceding the formal Committee vote.

Submission of Honors' Papers and Posters. All Honors submissions are to be emailed to the Program Chair, Ron Kalafsky (SEDAAGmtg@gmail.com). A paper or poster submitted for the Honors competition must be accompanied by a letter or email from the student's advisor or head of the sponsoring department verifying the status and eligibility of the student and indicating whether it is for the M.A./M.S. paper, PhD paper, or Master's/PhD poster competition. Papers submitted for the Honors competition must conform to the *Submission Instructions for All Participants* for procedures and formatting of papers and abstracts. Indicate in the submission email whether the paper is for the Master's or Doctoral level competition. Poster descriptions submitted for the Honors competition must conform to the *Submission Instructions for All Participants* for procedures and formatting of posters and abstracts. If submitting a paper, indicate in your submission email whether the paper is for the Master's or Doctoral level competition.