

In an effort to bring awareness and unique opportunities to international and traditional students in Central Texas, the student committee of the ICA (International Center of Austin) is hosting a **call for papers** to be held at St. Edwards University in conjunction with international education week, November 17, 2005.

This call is open to students enrolled at the nine schools currently affiliated with the ICA (listed below) at both the graduate and undergraduate level. Each participant will write and submit an original paper and then have twenty minutes at the conference to present his/her research. *The call is open to co-authored papers.

Once submitted and reviewed for compliance with guidelines by the student committee, the papers will be anonymously evaluated by a panel encompassing business professionals, educators, and community members in a competition for scholarships. Graduate and undergraduate papers will be judged separately and a \$500 scholarship will be awarded for **each** level in three sub-categories: **business, education, or culture** (total of six-\$500 scholarships). In addition, the winning papers will be published in select journals issued by ICA Education Committee member schools.

ICA Member Schools:

*University of Texas at Austin
Texas State University
Concordia University at Austin
St. Edwards University
Huston-Tillotson University
University of Mary Hardin-Baylor
Southwestern University
Austin Community College
Alamo Community College*

There are many benefits to participating in this call for papers including:

- Scholarship Money (Cash Reward)
- Networking opportunities with other students, business professionals, educators, and members of the community
- Exposure to current research topics
- Experience presenting at a professional conference
- Participation will enhance resumes
- Participants are invited to hear a speech from former Secretary of State, **Madeline Albright**, hosted by the *Kozmetsky Center of Excellence in Global Finance* at St. Edwards University.

The topic is

***Exploring globalization in the twenty-first century through
business, education or culture.***

Participants should choose to write within the realm of **one** of the sub-categories (business, education, and culture), and should denote their chosen sub-category on their registration materials.

There is *no minimum*, but a maximum of 30 pages has been set. The paper must comply with **APA** style guidelines. (An APA-style writing example is provided following the registration forms). The 30 page limit includes title page, abstract, and works sited list.

Each participant must submit their finished paper by mail **AND** via email.
Papers must be postmarked and emailed by Tuesday, November 1, 2005.

Please mail hard copy along with registration form to:

International Center of Austin
ATTN: Call for Papers
210 Barton Springs Road
Austin, TX 78704

Instructions for electronic paper submission:

- Please save as **lastname_firstname** and attach your paper as a WORD document.
- Email to icacallforpapers@hotmail.com
- The electronic file must be received by midnight on November 1, 2005.
- Please contact us at the above email address if you encounter any problems.

******Please note that if a submitted paper does not comply with APA style guidelines or other criterion set by the ICA student committee, OR if it is determined that there is any evidence of plagiarism, the paper will not be accepted and the student will not be invited to present at the conference.***

The papers will be evaluated according to the following criteria:

10 POINTS FORMAT & CLARITY-COMPLIANCE WITH APA STYLE MANUAL, APPROPRIATE GRAMMAR AND SPELLING.

20 POINTS CREATIVITY/INNOVATION-PROVIDES A UNIQUE PERSPECTIVE AND/OR UNIQUE RECOMMENDATIONS

20 POINTS RESEARCH-QUALITY AND DEPTH OF RESEARCH INCLUDING SOURCES RELIED UPON

20 POINTS RELEVANCE-ADDRESSES THE CURRENT STATE OF EVENTS AND LOOKS TO THE FUTURE INSTEAD OF PROVIDING A SYNOPSIS OF HISTORICAL EVENTS

10 POINTS INTEGRATION OF EXPERIENCES-ADDRESSES WHY THE ISSUES DISCUSSED IN THE PAPER ARE OF IMPORTANCE TO THE AUTHOR

There will be a one-day conference held at St. Edwards University where students will present their paper and have a chance to network with local business people, educators, community members, and other students, as well as attend a special event hosted by the *Kozmetsky Center of Excellence in Global Finance* at St. Edwards University featuring former Secretary of State, Madeline Albright.

What should the presentation include?

- motivation for the specific topic chosen
- research experience
- main points of paper
- description of new enlightenment and understanding
- * Participants may choose to prepare a presentation using Microsoft Word or Power Point. If you choose to do this, please save your file to a CD and turn it in during registration the day of the conference.

The papers will be presented over the course of the day in the following manner:

- Each session will be comprised of 3 papers/presenters.
- Each author or set of authors will have 20 minutes to present and field questions. If 24 papers are accepted, 3 rooms will run concurrently during 3 Sessions. If up to 31 papers are accepted, a fourth session will be added and the schedule adjusted accordingly.
- A schedule of presentations will be established and published so participants are aware of when they will present during the conference.

see tentative schedule below

SCHEDULE OF EVENTS

Time:

8:00-8:45 *Registration/Welcome/Breakfast*

9:00-10:30	Session 1		
	Room 1	Room 2	Room 3
	Presenter 1	Presenter 4	Presenter 7
	Presenter 2	Presenter 5	Presenter 8
	Presenter3	Presenter 6	Presenter 9

10:45-12:15	Session 2		
	Room 1	Room 2	Room 3
	Presenter 10	Presenter 13	Presenter 16
	Presenter 11	Presenter 14	Presenter 17
	Presenter 12	Presenter 15	Presenter 18

12:15-1:15 *Lunch*

1:30-2:30 *Madeline Albright*

3:00-5:00	Session 3 (Winners)
	Room 1
	Business UG
	Business GR
	Culture UG
	Culture GR
	Education UG
	Education GR

5:00-5:15 *Checks presented to winners*

5:15-6:30 *Reception*

- Participants should arrive by 8 a.m. for registration/welcome/breakfast
- Breakfast and lunch will be provided at the conference, and a short “meet and greet” reception will be held at the conclusion of the day’s events.

1st Annual ICA Call for Papers

REGISTRATION FORM

Name: _____

Address: _____

Phone: (H) _____

(C) _____

Email: _____

School: _____

Undergraduate _____ Graduate _____

Which category best describes your paper?
(check one)

International Business _____

International Education _____

International Culture _____

Do you have a co-Author? YES / NO

If YES, Please give co-author's name:

Have you sent your electronic file?

Please mail to:

ICA Call for Papers
210 Barton Springs, Suite 400
Austin, TX 78704

*****must be postmarked by November 1, 2005**

Title of Paper

Author

St. Edward's University

Date

Abstract

The abstract is in block format (without paragraph indentation) and should not exceed 120 words. The preferred typeface for the abstract, and paper, is Times Roman or Courier using a 12-pt. font. An abstract is a brief, comprehensive summary of the contents of the article; it allows readers to survey the contents of an article quickly. The abstract correctly reflects the purpose and content of the manuscript. Make each sentence maximally informative, especially the lead sentence. Be as brief as possible. Begin the abstract with the most important information. This may be the purpose or thesis or perhaps the results and conclusions. Include in the abstract only the four or five most important concepts, findings, or implications. Report rather than evaluate; do not add to or comment on what is in the body of the manuscript.

Full Title of Paper

The introduction begins on the line following the paper title. The introduction is not labeled. Indent all paragraphs five spaces and left justify the body of the paper. Explain abbreviations the first time they are used. The Financial Accounting Standards Board (FASB) sets the standards for accounting.

Heading

Headings are used to identify segments of material being presented. They are used to organize the document and reflect the relative importance of sections. You may need to use several different levels of headings in the body of your paper. There can be as many as five levels but for most writing, one to three levels are used.

Second Level

The second level is flush left, *italicized* using uppercase and lowercase in the heading. If you use a second level heading then you must have more than one second level heading.

Third level. The third level is indented, *italicized*, and lowercase for the second word of the heading and a period after the heading. If you have four levels of headings then you would have the first heading centered with uppercase and lowercase heading. The second level would be Centered, *Italicized*, uppercase and lowercase in the heading. The third level would be *Flush Left, Italicized*, uppercase and lowercase in the heading. The fourth level would be *Indented, italicized*, uppercase for the first word and lowercase for all subsequent words in the heading followed by a period.

Other Elements

There are several other elements that are important when writing a paper that must conform to APA writing guidelines. Quotations and reference citations are explained below.

Quotations

Whether paraphrasing or quoting an author directly, you must credit the source.

If you are quoting the author directly, the quotations are classified as either short or long. Each type of quotation is explained below.

Short quotations. Quotations of fewer than 40 words should be incorporated into the text and enclosed by double quotation marks (“ ”). When a period or comma occurs with closing quotation marks, place the period or comma before the quotation marks. Put other punctuation (e.g., colon, semicolon) outside the quotation marks unless it is part of the quoted material. The following is an example of a short quote incorporated into the text. At the beginning of each trial, the experimenter said, “This is a new trial.”

Long quotations. Display quotations of 40 or more words in a double-spaced block of typewritten lines with no quotation marks. Do not single-space. Indent five to seven spaces from the left margin without the usual opening paragraph indent. If the quotation is more than one paragraph, indent the first line of second and additional paragraphs five to seven spaces from the new margin. When quoting, always provide the author, year, and specific page citation in the text, and include a complete reference in the reference list as illustrated below.

The results have a more indirect implication, which is reflected in the following statement by W. W. Enoch (1976):

In spite of the obvious importance of individual differences in human learning and memory, relatively few investigators incorporate any measure of intelligence, personality, or motivation into their studies. (p. 75)

References

You must have a reference citation for all quoted material and for all other sources of material used in your paper. The correct way is illustrated below.

Reference page. Start the references list on a new page. Type the word References in uppercase and lowercase letters, centered at the top of the page.

Reference citing. You must cite each reference that is included on the reference page within the text. The correct method of citing within the text depends on the number of authors.

When the names of authors of a source are part of the formal structure of the sentence, the year of publication appears in parentheses following the identification of the authors. For example: Wirth and Mitchell (1994) found that....

When the authors of a source are not part of the formal structure of the sentence, both the authors and years of publication appear in parentheses, separated by semicolons. For example: Reviews of research on religion and health (Gartner, Larson, & Allen, 1991; Koenig, 1990; Levin & Vanderpool, 1991).

When a source that has three, four, or five authors is cited, all authors are included the first time the source is cited. When that source is cited again, the first author's surname and "et al." are used. For example: (Payne, Bergin, Bielema, & Jenkins, 1991).
Second time cited: Payne, et al. (1991) showed that. . .

Reference page format. The references (with hanging indent) begin on the line following the References heading. Entries are organized alphabetically by surnames of first authors. The following examples show how to cite authors and sources. Please note the use of *italics* and how uppercase and lowercase letters are used in titles.

Aldridge, D. (1991). Spirituality, healing and medicine. *British Journal of General Practice*, 41, 425-427.

Chou, L., McClintock, R., Moretti, F., & Nix, D. H. (1993). *Technology and education: New wine in new bottles: Choosing pasts and imagining educational futures*. Retrieved August 24, 2000, from Columbia University, Institute for Learning Technologies Web site: <http://www.ilt.columbia.edu/publications/papers/>

Dossey, L. (1997), March). *Prayer as distance internationality: An idea whose time has come*. Paper presented at the meeting of Spirituality and Healing, Los Angeles, CA.

Gartner, J., Larson, D. B., & Allen, G. D. (1991). Religious commitment and mental health: A review of the empirical literature. *Journal of Psychology*, 19, 6-25.

GVU's 8th WWW user survey. (n.d.). Retrieved August 8, 2000, from <http://www.cc.gatech.edu/gvu/usersurveys/survey1997-10/>

Appendixes

Double-space the appendixes and begin each one on a separate page. Type the word Appendix and the identifying capital letters (A, B, etc. in the order in which they are mentioned in the text) centered at the top of the page. If there is only one appendix, do not use an identifying letter; the word Appendix is sufficient. Double-space and type the title of the appendix, centered, in uppercase and lowercase letters. Double-space, indent the first line and begin the text of the appendix.

If tables are to be included in an appendix, precede each appendix table number with a capital A (starting with Table A) or, if the paper includes more than one appendix with tables, the capital letter of the appendix in which it belongs.

Footnotes

Content footnotes and copyright permission footnotes that are mentioned in the text are numbered consecutively in the order in which they appear in the article. Center the label Footnotes in uppercase and lowercase letters at the top of a separate page. Type all content and text copyright permission footnotes together, double-spaced. Do not use the footnote or endnote function of your word-processing program—the footnotes most likely will not print in the desired location (immediately after the author note or appendixes). Indent the first line of each footnote five to seven spaces, like the first line of a paragraph, and type the footnotes in the order in which they are mentioned in text. Number the footnotes to correspond to their numbers in the text.