SUBMITTING AN ABSTRACT FOR ICPE 2022

Abstract submissions must be formatted following the conference **style guidelines**.

The abstract you submit may be accepted for a poster or oral presentation. This will depend on the number of submissions received and the topic of your submission.

Accepted abstracts will be published in the Proceedings of the International Conference on Physics Education.

Abstract submissions can be made **here**.
The following instructions will assist you with your submission.

1. Create a user account

To make an abstract submission, you will first need to register a user account. The "Register" option is in the top menu.

This will open the Registration Form for you to complete with all required information.

The Registration Form

Select both the **Reader** and **Author** options at the bottom of the Registration Form, before clicking the "Register" button.

When you next login, you will be taken to your Dashboard.

2. Submitting an Abstract

Start a new submission by clicking the **New Submission** button on the right of the main panel. You will be taken to Step 1 of a 5-Step process to upload and describe your submission.

If you cannot see the option "New Submission" on your Dashboard, please go to your Profile, scroll to the bottom, and select both the Reader and Author options at the bottom of your Profile page. Select Save.

In **Step 1** you will be asked to read and check off each of the items on the Submission Checklist.

Home   About   User Home   Search   Current   Archives

Home > User > Author > Submissions > New Submission

Step 1. Starting the Submission

> 1. START   > 2. UPLOAD SUBMISSION   > 3. ENTER METADATA   > 4. UPLOAD SUPPLEMENTARY FILES   > 5. CONFIRMATION

Encountering difficulties? Contact **Ana T. Lopes** for assistance.

Submission Checklist

Indicate that this submission is ready to be considered by this journal by checking off the following (comments to the editor can be added below).

☑ The submission has not been previously published in another journal, edited volume or conference, nor is it under appropriate review (in uncertain cases an explanation can be provided to ICPE).

☑ Corresponding author has obtained permission for any reproduction from other sources, and if needed will upload as Supplementary Material.

☑ All authors named on the submission have read the Copyright Notice and will follow due process.

☑ All researchers whose names are listed as authors in the submission have contributed to the scientific work and vice versa. Honorary authorships' are prohibited, as is the omission of contributing authors. Please provide full author details including affiliation.

☑ All authors named on the submission consent to its publication.

☑ Authors agree that ethical processes have been applied and adhered to in the work submitted to ICPE2022, according to institutional/national guidelines.

☑ Authors affirm that their studies have been conducted according to the guidelines of the Declaration of Helsinki.

☑ All authors' details are accurate and complete when entered at the time of submission, including names, emails addresses and affiliations as well as order.

☑ The abstract submission text adheres to the stylistic and bibliographic requirements outlined in the Author Guidelines, which is found in About the Journal.

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Authors who publish with the Proceedings of the International Conference on Physics Education 2022 agree to the following terms:

Include any comments for the editor, read the journal's privacy statement, and then click the **Save and Continue** button to move to **Step 2**.

Journal's Privacy Statement

The names and email addresses entered in this journal site will be used exclusively for the stated purposes of this journal and will not be made available for any other purpose or to any other party.

Comments for the Editor

Enter text (optional)

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| Save and continue | Cancel |

* Denotes required field

On **Step 2**, a window will open allowing you to upload your submission file.

Home   About   User Home   Search   Current   Archives

Home > User > Author > Submissions > New Submission

Step 2. Uploading the Submission

> 1. START   > 2. UPLOAD SUBMISSION   > 3. ENTER METADATA   > 4. UPLOAD SUPPLEMENTARY FILES   > 5. CONFIRMATION

To upload a manuscript to this journal, complete the following steps.

    On this page, click Browse (or Choose File) which opens a Choose File window for locating the file on the hard drive of your computer.
    Locate the file you wish to submit and highlight it.   Click Open on the Choose File window, which places the name of the file on this page.
    Click Upload on this page, which uploads the file from the computer to the journal's web site and renames it following the journal's conventions.
    Once the submission is uploaded, click Save and Continue at the bottom of this page.

Encountering difficulties? Contact **Ana T. Lopes** for assistance.

Submission File

No submission file uploaded.

Upload submission file | Choose File | No file chosen | **Upload**

Save and continue   **Cancel**

Once you have finished uploading your abstract, click the **Save and Continue** button to move to **Step 3**.

On **Step 3**, you will be asked to add more information about the submission, including the title of the submission (broken down into prefix, title, and subtitle), and the abstract.

Home   About   User Home   Search   Current   Archives

Home > User > Author > Submissions > New Submission

Step 3. Entering the Submission's Metadata

> 1. START   > 2. UPLOAD SUBMISSION   > 3. ENTER METADATA   > 4. UPLOAD SUPPLEMENTARY FILES   > 5. CONFIRMATION

Authors
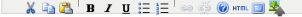
First Name *

Middle Name

Last Name *

Email *

ORCID ID

ORCID iDs can only be assigned by the ORCID Registry. You must conform to their standards for expressing ORCID iDs, and include the full URI (eg. http://orcid.org/0000-0002-1825-0097).

URL

Affiliation

(Your institution, e.g. "Simon Fraser University")

Add all authors' details by selecting the "Add Author" button as many times as needed.

Country/Region

Bio Statement
(E.g., department and rank)

Add Author

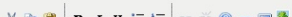**Title and Abstract**

Title *

Abstract *

Enter your abstract's title, text, and Keywords.
To enter keywords, simply type the word or phrase and press your Enter key. The word or phrase will be formatted as a keyword. Please enter three or more keywords.

Title and Abstract

Title *

Abstract *

Indexing

Provide terms for indexing the submission; separate terms with a semi-colon (term1; term2; term3).

Keywords

Language   en

English=en; French=fr; Spanish=es. Additional codes.

Contributors and Supporting Agencies

Identify agencies (a person, an organization, or a service) that made contributions to the content or provided funding or support for the work presented in this submission. Separate them with a semi-colon (e.g. John Doe, Metro University; Master University, Department of Computer Science).

Agencies

Save and continue   **Cancel**

Click **Save and Continue** to move forward.

On **Step 4**, you will be given the option to upload any supplementary files.

Step 4. Uploading Supplementary Files

> 1. START > 2. UPLOAD SUBMISSION > 3. ENTER METADATA > 4. UPLOAD SUPPLEMENTARY FILES > 5. CONFIRMATION

This optional step allows Supplementary Files to be added to a submission. The files, which can be in any format, might include (a) research instruments, (b) data sets, which comply with the terms of the study's research ethics review, (c) sources that otherwise would be unavailable to readers, (d) figures and tables that cannot be integrated into the text itself, or other materials that add to the contribution of the work.

ID	TITLE	ORIGINAL FILE NAME	DATE UPLOADED	ACTION

No supplementary files have been added to this submission.

Upload supplementary file   Choose File   No file chosen   Upload

Save and continue   **Cancel**

On the Final Step, you will be asked to confirm your submission by clicking "Finish Submission".

Step 5. Confirming the Submission

> 1. START > 2. UPLOAD SUBMISSION > 3. ENTER METADATA > 4. UPLOAD SUPPLEMENTARY FILES > 5. CONFIRMATION

To submit your manuscript to Proceedings of the International Conference on Physics Education 2022 click Finish Submission. The submission's principal contact will receive an acknowledgement by email and will be able to view the submission's progress through the editorial process by logging in to the journal web site. Thank you for your interest in publishing with Proceedings of the International Conference on Physics Education 2022.

File Summary

ID	ORIGINAL FILE NAME	TYPE	FILE SIZE	DATE UPLOADED
47190		Submission File	18KB	04-08

Finish Submission   **Cancel**

Your submission is now complete! The Journal Manager and Editors have been notified of your submission and you should receive an acknowledgement email from the ICPE 2022 Conference Chair, Assoc. Prof. Elizabeth Angstmann.