

30th Annual APPE International Conference
Virtual Event
February 25 – 27, 2021

Submission Guidelines & Instructions

If you have questions or require assistance with any submission, please contact the APPE office at: appe_admin@appe-ethics.org.

SUBMISSION FORMAT

Submissions should contain:

- A clear and concise statement of purpose
- An explanation of how the abstract relates to previous publications or research on its topic
- A summary of and examples supporting the argumentation.

In format, the abstracts should be no longer than 350 words. Abstracts significantly shorter than 350 words may be declined by reviewers due to lack of content of the above bullet points. Any relevant references do not count toward the word limit.

Generally, no more than one individual presentation per person will be accepted. There is no limit to participation in co-authored presentations and panels.

SUBMISSION CATEGORIES

1. Individual Presentation (Includes Paper Award Submissions)

Description:

Individual program sessions are for the presentation of original work and will be at least 30 minutes in length including presentation, question and answer, and discussion.

The APPE annual conference's practice is that papers are not read. Presenters should provide an oral summary of their work, invite questions, and engage in discussion with the audience.

If you would like your paper to be considered for an Award, see additional submission information in the Awards section below. Award categories include:

- **Best Formal Paper by an Early Career Scholar:** \$500 prize
- **Best Formal Paper by a Graduate Student:** \$500 prize and free conference registration
- **Clifford G. Christians Ethics Research Award:** \$250 prize
- **Best Formal Paper by an Undergraduate Student:** \$250 and free conference registration
- In addition, there is a \$250 prize given to the winner of the **Graduate Student Three Minute Thesis (3MT®)** competition which takes place at the conference.

Submission Instructions:

The corresponding author must submit the following items through the APPE EasyChair site at the following link: **EasyChair**.

1. A title page including the title of the presentation and the names and institutional affiliations of all the authors of the submission.
2. A 350-word (maximum) abstract prepared for blind review (include title but no identifying author information or institutional affiliation). Abstracts should explain why the topic is important for professional and applied ethics, briefly sketch the current state of scholarship on the topic, and clearly state the thesis, argument, and contribution of the proposed presentation.
3. When relevant, a separate reference page should be submitted.

2. Case Studies, Pedagogical Demonstrations, Creative Arts Presentations

Description:

Submissions in this section focus on innovative teaching techniques, innovative use of the creative arts, and case studies for topics of particular interest in practical and applied ethics. Session will be at least 30 minutes in length including presentation, question and answer, and discussion.

Submission Instructions:

The corresponding author must submit the following items through the APPE EasyChair site at the following link: **EasyChair**.

1. A title page including the title of the presentation and the names and institutional affiliations of all the authors of the submission.
2. A 350-word (maximum) abstract prepared for blind review (include title but no identifying author information or institutional affiliation). The abstract should include a clear statement of the topic, issues, and substance of presentation. Authors should also indicate how the presentation will advance the field of practical and professional ethics and how the presentation time will be used.
3. When relevant, a separate reference page should be submitted.

3. Poster Presentations

Description:

Authors show current work in progress or finished results as a poster or display using a mix of graphics and text. Posters will be displayed throughout the conference and a special Poster Presentation Event give authors an opportunity to introduce their work and answer questions with attendees. Information regarding the size and scope of poster presentations may be found [here](#).

Note: There is no AV support for poster presentations.

Submission Instructions:

The corresponding author must submit the following items through the APPE EasyChair site at the following link: **EasyChair**.

1. A title page including the title of the presentation and the names and institutional affiliations of all the authors of the submission.
2. A 350-word (max) abstract prepared for blind review (include title but no identifying author information or institutional affiliation). Abstracts should explain why the topic is important for professional and applied ethics, briefly sketch the current state of scholarship on the topic, and clearly

state the thesis, argument, and contribution of the proposed presentation.

3. When relevant, a separate reference page should be submitted.

Authors do not need to submit the completed poster.

4. Panel Discussions

Description:

This category is for sessions with multiple presenters. Panel organizers should keep the panelists' formal remarks brief to provide adequate time for questions and discussion with the attendees either during or at the conclusion of the panel presentations.

Panels with two to three presenters will be allotted a 60-minute session. Panels with four or more presenters will be allotted a 90-minute session.

Submission Instructions:

The panel organizer (corresponding author) must submit the following items through the APPE EasyChair site at the following link: ***EasyChair***.

1. A title page including the title of the panel, the names and institutional affiliations of all panelists, and the name and institutional affiliation of the moderator.
2. A 350-word (maximum) abstract prepared for blind review (including title of panel, but no identifying organizer or panelist information). The abstract must describe the overall topic for the panel, explain why the topic is important for professional and applied ethics, clearly state the issues to be addressed by the panelists and their proposed contributions. The abstracts should also indicate how the panel discussion will advance the field of practical and professional ethics and how the presentation time will be used. The abstracts should be sufficiently detailed so that a reviewer will be able to assess the merits of the proposal.
3. When relevant, a separate reference page should be submitted.

5. Author Meets the Critics

Description:

Authors discuss their recently published book with critics and audience members. Normally, two colleagues are asked to give brief prepared remarks with their commentary on the publication, as a prelude for further discussion with the author and session attendees. The authors are to select these colleagues. The Author submission deadline is September 18, 2020.

Authors are encouraged to participate in both the Author Meets Critics and Breakfast with an Author sessions and are invited to attend the Authors' Reception.

Submission Instructions:

The corresponding author must submit:

1. A title page including the title of the book and the names and institutional affiliations of all the authors of the book and a 350-word (maximum) summary of the presentation through the APPE EasyChair site at the following link: **EasyChair**.
2. A hardcopy of the book to the APPE office by mail. This is required for acceptance by the regular submission deadline of October 25, 2020. Books should be sent to:

Association for Practical and Professional Ethics
PO Box 37
Greencastle, IN 46135-0037

6. Breakfast with an Author

Description:

Authors may propose a Breakfast with an Author session, either in conjunction with an Author Meets the Critics session or independently. Breakfast with an Author provides an informal opportunity for authors to discuss their recently published work around a breakfast table with attendees. The Breakfast with an Author submission deadline is September 18, 2020.

Authors are encouraged to participate in both the Author Meets Critics and Breakfast with an Author sessions and are invited to attend the Authors' Reception.

Submission Instructions:

The corresponding author must submit:

1. A title page including the title of the book and the names and institutional affiliations of all the authors of the book and a 350-word (maximum) summary of the presentation through the APPE EasyChair site at the following link: **EasyChair**.
2. A hardcopy of the book to the APPE office by mail. This is required for acceptance by the regular submission deadline of October 25, 2020. Books should be sent to:

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PO Box 37
Greencastle, IN 46135-0037

7. Pecha Kucha

Description:

Pecha Kucha, or 20×20, facilitates a focused, disciplined presentation without relying on text-heavy slides. Presenters have 20 slides, with an automatically timed 20 seconds for each slide to present their work in a total of 6 minutes and 40 seconds. The emphasis is on images in the slides, with content provided by the presenter. Approximately three minutes will be available for question and answer after each presentation.

See <https://www.pechakucha.com/> for more information.

Submission Instructions:

The corresponding author must submit the following items through the APPE EasyChair site at the following link: **EasyChair**.

1. A title page including the title of the presentation and the name and institutional affiliation of the author and a 350-word (maximum) summary of the presentation for inclusion in the conference abstracts.
2. The same 350-word summary prepared for blind review (include title but no identifying author information or institutional affiliation).

Authors do not need to submit their presentation slides.

8. Three Minute Thesis (3MT[®])

Description:

The winner of the Three Minute Thesis (3MT[®]) competition will receive a \$250 cash award.

The concept of a 3MT[®] originated at University of Queensland, Australia as a practical way for graduate students to develop their communication and presentation skills by presenting their research project in three minutes, using only one PowerPoint slide. For more details about the competition rules, judging criteria, and FAQ for competitors, please see the 3MT[®] website: <https://threeminutethesis.ug.edu.au/resources/competition-rules>.

Submission Instructions:

Graduate students who wish to participate in APPE's 3MT[®] competition must submit the following items through the APPE EasyChair site at the following link: **EasyChair**.

1. A title page including the title of the thesis and the name and institutional affiliation of the author and a 350-word (maximum) summary/abstract of the thesis for inclusion in the conference abstracts.
2. The same 350-word summary/abstract prepared for blind review (include title but no identifying author information or institutional affiliation).

Deadlines

The deadline for author and book submissions is September 18, 2020. The deadline for all items in the remaining submission categories is October 25, 2020.

For submission categories that include items to be sent by mail (i.e. book author submissions), a postmark of will suffice.

Review and Notification

All submissions will be blind reviewed by members of the Association with relevant expertise in the subject matter. Notifications for both acceptance and rejection will be sent by December 4, 2020.

For additional information, please contact the APPE office at appe_admin@appe-ethics.org or call (765) 658-5015.

Paper Competitions and Awards

Submission Instructions:

Authors who would like their paper to be considered for an award must indicate this preference in the submission process for the formal individual presentation, and upload a complete copy of their paper (in addition to the standard submission for the formal individual presentation category). Papers, with the exception of the Clifford G. Christians Ethics Research Award, can be no longer than 3,000 words. A separate reference page should be submitted.

Individual presentations are eligible for the following awards

A. Best Formal Paper by Early Career Scholar

The Association is pleased to announce a competition for the best paper submitted by an Early Career Scholar, in practical or professional Ethics. An Early Career Scholar is defined as one who has received a Ph.D. or other terminal degree within the last eight years.

B. Best Formal Paper by a Graduate Student

The Association is pleased to announce a competition for the best paper submitted by a graduate student in practical or professional ethics. Award winners also receive free registration to the 30th Annual APPE International Conference.

C. Clifford G. Christians Ethics Research Award: The Association for Practical and Professional Ethics announces an annual call for papers to be considered for the Clifford G. Christians Ethics Research Award. Eligible submissions include work published in the previous year as well as papers submitted for presentation at the upcoming APPE annual conference. *There is no word or page limit on these paper submissions.* Submissions should interpret or address important theoretical issues in the broad field of communication ethics, including mass communication theory, relationships of media and technology and culture, responsibilities of producers and consumers of distributed communication products, or education in that field. All methodologies or mixed methodologies are invited. Preference will be given to work that advances the field of communication ethics in new and insightful ways, taking into account factors addressed by Clifford Christians during his prolific career.

D. Undergraduate Formal Paper Competition

The Association is pleased to invite undergraduate students to submit papers on any topic in practical and professional ethics. Award winners will receive a certificate, free registration to the 30th Annual APPE International Conference, and be invited to share their presentation as a Poster during the conference, if desired.

E. Graduate Student Three Minute Thesis (3MT[®]) Competition

See additional information and instructions under the 3MT[®] category above.