

Announcement of the 2012 Spring Meeting

I. Meeting Information

1. Date

May 26 (Saturday) – 29(Tuesday), 2012

2. Venue

Tsukuba International Congress Center

2-20-3 Takezono

Tsukuba, Ibaraki 305-0032, Japan

<http://www.epochal.or.jp/eng/index.html>

3. Presentations

Presentations can be made in either oral or poster format. For presentation details, please refer to “IV. Guidelines for Presentations”.

4. Meeting schedule

The following is the scheduled program for the meeting:

Day 1 (May 26)

Morning: oral and poster presentations

Afternoon: special topic sessions, public lecture

Day 2 (May 27)

Morning: oral and poster presentations

Afternoon: symposium

Day 3 (May 28)

Morning: oral and poster presentations

Afternoon: general assembly, commemorative lectures by award recipients,
and banquet

Day 4 (May 29)

Morning: oral presentations

Afternoon: special topic sessions

5. Symposium

The symposium is scheduled to take place on the afternoon of Day 2 (May 27).

The theme of the symposium is “Issues on advection, diffusion and transport of atmospheric anthropogenic radioactivities - monitoring, forecast, and information for decision support - ”.

6. Banquet

The banquet will take place at the Congress Center in the evening of Day 3 (May 28).

7. Meeting website

The meeting website (<http://wwwsoc.nii.ac.jp/msj/>) in Japanese will be launched on January 11 (Wednesday) to accept applications and to disseminate information about the meeting, as well as any update to the program. Registration procedures can also be found at the website.

II. Registration Procedure

1. Registration procedure for presenters

Please follow the registration process outlined in the “Meteorological Society of Japan, Rules and Regulations for Presentations at Spring and Autumn Meetings” at the end of this announcement.

As a general rule, registration and abstract submission can only be made on-line. However, if this is not possible for some reason, registration by mail will be acceptable.

Please note that your registration and registration fee payment have to be completed before you are eligible to give your presentation(s).

1.1 On-line registration

- Deadline: 3 pm (Japan Standard Time) on Tuesday, February 14, 2012.
- Refer to the meeting website and follow the instructions on the website.
- Enter your personal information and login ID at the meeting website. After you have done this, a password will be issued. (Please note that the password used in previous meetings is no longer valid. We appreciate your understanding and apologize for the inconvenience, but please re-enter your personal information and ID to obtain a new password.) With the ID and password, log on to the system to register for the meeting, apply for a presentation, submit your abstract, and pay

meeting fees.

- Presenters are requested to register their own personal information. Presenters are not allowed to submit an application for presentation with a name and affiliation different from those used in registering their personal information.
- Meeting registration and fee payment (credit card payment) must be completed prior to the submission of your application for a presentation. If your meeting registration and fee payment are incomplete, we cannot accept your presentation application.
- For on-line payment, we can accept credit card payment even if the cardholder's name is different from the name registered in your personal information.
- Submit your abstract on the meeting website. We can only accept the abstract in PDF format (maximum allowable size: 1MB).
- If you have any requests regarding your presentation, please indicate them in the space provided. We will attempt to accommodate your request as much as possible. Also, as a general rule, we reserve the right to assign the date of your oral presentation, to facilitate the logistics of the meeting. Please note that we will not respond one by one to every request that is submitted. Thank you for your understanding and cooperation
- Until the presentation application deadline (Tuesday, February 14), you can modify at the website any information you have already submitted, such as your registration information and abstract. Please note, however, that you cannot cancel your presentation application.
- We cannot accept any application for presentation or any modification to the abstract after the application deadline.

1.2 Mail-in registration (Inside Japan only. This form of registration is accepted only under extreme unavoidable circumstances.)

- Deadline: No later than Tuesday, February 7, 2012.
(Please note that the mail-in deadline is one week earlier than the on-line deadline.)
- Send the following three items to "Head Office of the Spring and Autumn Meetings Oversight Committee" (see below for the address).
 1. Abstract.
 2. Presenter's name (both in Japanese characters, if applicable, and roman alphabet), membership number, presentation type (oral / poster), contact information (address, phone number, and email address), the presentation title, main and sub keywords, and required audio-visual equipment for the

presentation (any format is acceptable).

3. Payment receipt for postal money transfer (refer to the next section).

Mailing address:

Head Office of the Spring and Autumn Meetings Oversight Committee of the
Meteorological Society of Japan

c/o Forecast Research Department

Meteorological Research Institute

1-1 Nagamine

Tsukuba, Ibaraki 305-0052, Japan

(Please write "Presentation Application" in red letters on the front of the envelope.)

- Prior to submitting your presentation application, please send your payment for the meeting fees by postal money transfer with the following information:
 - Account number: 00130-3-5958
Name on the account: 日本気象学会 (This must be written in Japanese.)
 - In the "space for correspondence", provide the following information:
 1. "Registration application for the 2012 spring meeting."
 2. Membership number (if not a member, please indicate "non-member.")
 3. Participation classification: "Presenter A" or "Presenter B" (see Section 3.1)
 4. Amount for the meeting registration fee
 5. Amount for the banquet fee
 6. Total amount
 - In the section "address and name of the payer," please make sure to provide your address, name, and phone number.
 - The presenter is responsible for the processing fee for the postal money transfer.
- Thank you for your understanding and cooperation.

1.3 Presentation cancellation policy

- After your presentation application has been submitted, you cannot withdraw your presentation. The meeting and banquet fees cannot be refunded even if you are unable to give your presentation or attend the meeting due to unavoidable circumstances.
- In case the presenter cannot give his/her presentation but allows for a substitute presenter, please contact the Spring and Autumn Meetings Oversight Committee (kouenkikaku2012s@metsoc.jp).

2. Registration procedure for non-presenters (attendance only)

Registration and other fees can be made using one of the following methods below. In order to expedite the process, we request pre-registration online via the meeting website. Exception will be allowed only under extreme unavoidable circumstances.

2.1 On-Line registration

Register online at the meeting website and complete your registration payment by Tuesday, April 10, 2012 (credit card payment only).

2.2 Mail-In registration (Inside Japan only. This form of registration is accepted only under extreme unavoidable circumstances.)

- Registration fee needs to be made by postal money transfer by Tuesday, April 3, 2012.
 - Account number: 00130-3-5958
Name on the account: 日本気象学会 (This must be written in Japanese.)
 - In the “space for correspondence”, provide the following information:
 1. “Registration application for the 2012 spring meeting.”
 2. Participation Classification: “Attendance only”
 3. Amount for the meeting registration fee
 4. Amount for the banquet fee
 5. Total amount
 - In the section “address and name of the payer,” please make sure to provide your address, name, and phone number.
 - The meeting attendee is responsible for the processing fee for the postal money transfer. Thank you for your understanding and cooperation.

2.3 On-Site registration

One can also register on-site during the days of the meeting. However, please note that the on-site registration fee is at a higher rate than the pre-registration fee.

3. Registration and Banquet Fees

3.1. Meeting registration fee

- Refer to the following table to identify your meeting registration fee (sales tax included).

Meeting registration fee		
Classification	Advance Payment	On-Site Payment
Presenter A	8,000 yen	-
Presenter B	5,000 yen	-
Attendee	3,000 yen	4,000 yen

- **Presenter Classification**
Presenter A: presenters who are affiliated with research institutes and universities (except for undergraduate and graduate students).
- **Presenter B:** presenters who do not meet the criteria for Presenter A.

3.2. Banquet fee

- Banquet fees (sales tax included) are listed in the table below. The fees are made affordable to encourage many to attend and to provide an opportunity for interactions among the participant.

Banquet Fee		
Classification	Advance Payment	On-Site Payment
Non-Students	4,000 yen	5,000 yen
Students	1,000 yen	1,000 yen

- Payment for the banquet can be made in advance on-line or by postal money order, or on-site during the meeting at a higher rate.

3.3. Miscellaneous information

- Registration and banquet fees are non-refundable.
- The amount of registration and banquet fees depends on your classification (as identified in the table above) at the time of registration. Fee adjustments cannot be made for any subsequent change in your classification (i.e., no additional billing or refund on the difference in fees due to a change in your home institution and/or affiliation.)
- Receipt for your registration and/or banquet fee payments will be issued at the reception desk during the meeting.
- Presentation of a hard copy of the e-mail message showing completion of your registration and registration and/or banquet fee payments to the reception desk will

greatly facilitate the registration procedure.

III. Abstract Preparation

1. Abstract size and number of pages

One A4 page per presentation.

2. Preparation instructions

If you submit your abstract online, we accept only the PDF file format (maximum allowable size: 1 MB). If you mail in your abstract, all the information (text, figures, and tables) must fit on a sheet of A4 page size.

3. Printing

Proof of your abstract will be made in black and white with the direct plate making process. In this process, the abstract will be reduced to B5 size. In the course of your abstract preparation, please be aware that the quality of your figures (such as photos and graphs) may be degraded by the printing procedure. Also please be aware that the clarity of certain images, particularly color photos and figures, can be severely degraded.

4. Abstract format (refer to the figure)

Your text and additional material such as figures and photos need to fit in an area of 250 mm (vertical) x 170 mm (horizontal). The top margin should be 20 mm. Give the title of your presentation in the first line. Underneath the title, list the author names and their affiliations. Place the abstract content below the author information. In the case of multiple authorship, place an asterisk (*) to the left of the presenter's name. The spacing between the title and the body text should be 20 – 25 mm. We strongly suggest that you use a two-column format (left column → right column) for the text.

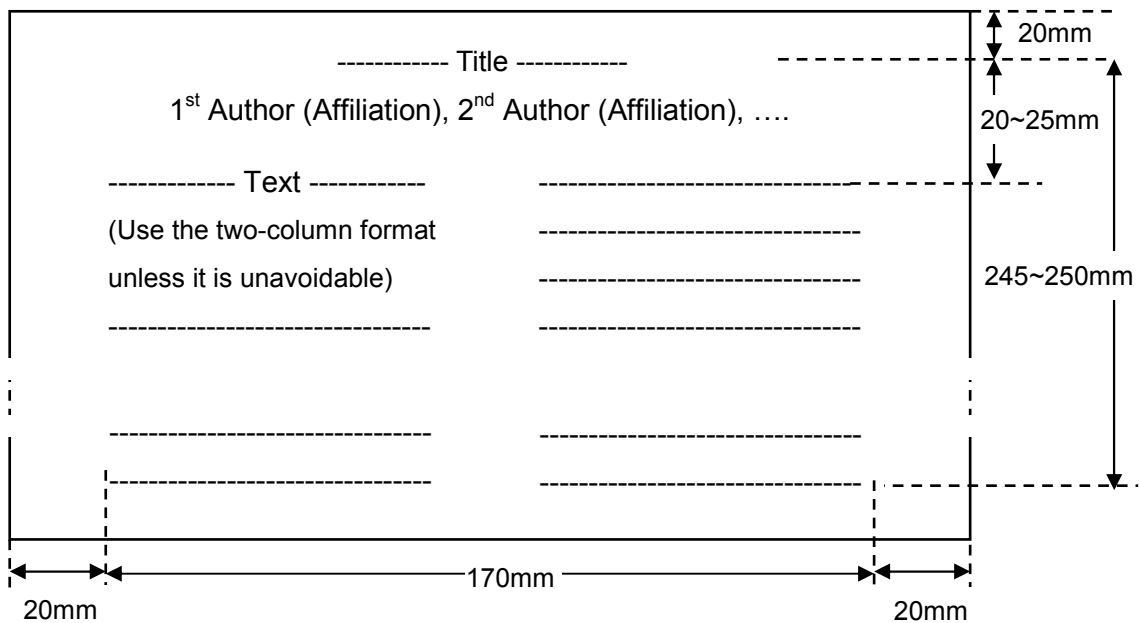


Figure: Guidelines for preparing abstract on an A4 sheet

5. Copyright

All the information (such as figures, tables, and text) that appear in the meeting proceedings are the copyright of the Meteorological Society of Japan.

IV. Guidelines for Presentations

1. Presentation types

Your presentation can be given either as an oral (including special topic sessions) or as a poster presentation.

2. Limit on the number of presentations

Each presenter is allowed to give up to two presentations. However, no two presentations can be given on a very similar topic. If a problem arises in regards to this restriction, the Spring and Autumn Meetings Oversight Committee will take appropriate action.

3. Selection of the presentation method

You can select the presentation method (oral / poster) at the time of your presentation. However, please note that we cannot always accommodate your request

due to various logistical issues. If the method of presentation is not identified at the time of application, the Spring and Autumn Meetings Oversight Committee, at its discretion, will assign a presentation method.

4. General information for oral presentations

Same amount of time is allocated for each oral presentation, and will be indicated in the meeting program. The time allocation is determined by the Spring and Autumn Meetings Oversight Committee, and is based on the total amount of time allocated to oral presentations divided by the number of presentations.

5. General information for special topic sessions

- Special topic sessions are scheduled to take place on the afternoon of Day 1 (Saturday, May 26) or Day 4 (Tuesday, May 29).
- The length of each presentation in a special topic session will be determined by the session conveners and will be indicated in the meeting program.
- The application deadline for a presentation in a special topic session is the same as that for a presentation in a general session (Tuesday, February 14 for on-line applications; Tuesday, February 7 for mail-in applications).
- Special topic session conveners will review the abstract submitted and will determine if the presentation can be given in one of the special topic sessions.
- If a submitted presentation is deemed not suitable for any of the special topic sessions, then the presentation will be considered for inclusion in a general session.
- For more information on the individual special topic sessions, please refer to “V. Themes and Objectives of Special Topic Sessions”.

6. General information for poster presentations

- Time allocated for poster presentations is approximately one hour. No other events will take place during the poster presentation sessions.
- Presenters are responsible for posting and removing their posters.
- Space allocated for each poster is approximately 210 cm (vertical) x 90 cm (horizontal). A poster does not necessarily have to consist of one sheet. It can be prepared on a number of small sheets and arranged on the poster board on the day of the presentation.

7. Use of equipment for your presentation

- For oral presentations (including ones in special topic sessions), a PC projector can be used. The use of any other visual equipment is not allowed.
- If you are planning to use a PC projector for your presentation, please note the following:
 - The presenter must bring his/her own PC. Only a projector and a connection cable will be provided in the presentation room.
 - The connection from your PC to the PC projector needs to be checked during the recess before your presentation session. If you are uncertain about the connection, please inform a staff member at that time.
 - In cases of equipment failure and/or connection problem between your PC and the PC projector, your presentation may be deferred to a later time in the session at the discretion of the chairperson. It is your responsibility to have a backup file on a portable medium for any unforeseen contingencies.
- If you wish to use an audio-visual equipment in the poster presentation hall, please let us know which equipment and how it is to be used at the time of your presentation application. We will attempt to accommodate your request within the logistical limitations of the presentation hall.

8. Other information

- The meeting program will appear in the April issue of *Tenki* and on the meeting website.
- Session chairs for the oral presentations are usually chosen from the presenters in each session. The Spring and Autumn Meetings Oversight Committee will take on the task of choosing candidates to be the chairpersons.

V. Themes and Objectives of Special Topic Sessions

1. Professor Kanzaburo Gambo special session: Overview and future prospects of numerical weather prediction in Japan

Kanzaburo Gambo, professor emeritus of the University of Tokyo, passed away on 19 September 2011 at 87 years old. In 1952 he was invited to the Institute of Advanced Studies of Princeton University in the United States to be engaged in the development of the world's first numerical weather prediction (NWP) together with von Neuman and Jule Charney. After he came back to Japan, he dedicated himself to the implementation and development of NWP in the Japan Meteorological Agency. In 1970, he moved to the

University of Tokyo as a professor in faculty of science, making contribution to education. On top of that, he served as the president of the Meteorological Society of Japan to lead the progress of meteorology in Japan. From an international point of view, he promoted Global Atmospheric Research Programme (GARP) as a member of Joint Organizing Committee (JOC) to improve the accuracy of NWP by satellite observations. In this session, we will discuss scientific topics relating mainly to the field of NWP in memory of Professor Kanzaburo Gambo's contribution.

Conveners:

Tatsushi TOKIOKA (Japan Agency for Marine-Earth Science and Technology)

Tadashi TSUYUKI (Meteorological Research Institute)

Shoji KUSUNOKI (Meteorological Research Institute)

Kaoru SATO (The University of Tokyo)

2. Typhoons in 2011: the present status and problems in researches and operational techniques

In 2011, three tropical cyclones (TCs) made landfall in Japan by the end of September and caused disasters in wide areas, and therefore the TCs have attracted a great deal of public attention. In particular, death toll and missing due to torrential rainfalls associated with Typhoon Talas (T1112) rose to 93, which is the worst record in the Heisei era (since 1989). On the other hand, Typhoon Roke (T1115) underwent rapid intensification in the south of Japan, subsequently moved northward along the Japan Islands, and caused damage in wide areas. Thus the characteristics of TCs affected Japan in 2011 greatly varied from case to case.

Since 2004 when 10 TCs made landfall in Japan, researchers have made a great deal of efforts and obtained fruitful results. However, the knowledge obtained since 2004 is insufficient to explain the TCs in 2011. A lot of unsolved problems remain in terms of researches in meteorology and climatology as well as techniques of operational analysis and forecasting.

The purpose of this session is to discuss the issues unsolved in the recent researches and those which rose from the disasters due to TCs in 2011, and to show a direction of future research of TCs.

Conveners:

Naoko KITABATAKE (Meteorological Research Institute)

Akiyoshi WADA (Meteorological Research Institute)
Masashi KUNITSU (Japan Meteorological Agency)

3. Wave-mean flow interaction

This session focuses on wave-mean flow interaction with particular emphasis on new progress in recent years. Since Eliassen and Palm (1961) and Charney and Drazin (1961), many studies on wave-mean flow interaction from 1960's to 1980's brought not only significant developments of the theory but also useful diagnostic tools, such as Eliassen-Palm (EP) flux, for illustrating wave-packet propagations and their interactions with a zonal-mean flow. In the 21st century, much progress on wave-mean flow interactions has been made again, including new forms of the wave-activity fluxes and Lagrangian descriptions on the interactions. In this special session, contributions on new aspects of wave-mean interaction based on theoretical, modeling and observational studies are invited on a range of topics.

Conveners:

Koutarou TAKAYA (Japan Agency for Marine-Earth Science and Technology)
Takeshi ENOMOTO (Kyoto University)
Yoshi-Yuki HAYASHI (Kobe University)
Saburou MIYAHARA (Kyushu University)

4. The East Asian Monsoon and the Kuroshio current (II) —A new paradigm of research from view points of atmosphere-ocean interaction in the mid-latitudes

Over the seas surrounding Japan, a large amount of heat that the Kuroshio current carries from the Tropics is delivered to the atmosphere over the small domain in form of sensible and latent heats. This area, along with the North America east bank affected by the Gulf stream, are the important domains which can be called as hot spots of climate system characterized with delivery of much heat from ocean to atmosphere. Research activity on atmosphere – ocean interaction in the mid-latitudes over the seas surrounding Japan has been activated. Examining possible relationship to the atmosphere – ocean interaction in the mid-latitudes, we may progress our researches on phenomena characterizing the East Asian climate, i.e., winter monsoon snowfall, Baiu, Yamase, high cyclone activity such as bomb cyclones, typhoons, etc., into a new paradigm. Such studies may contribute to future improvement in weather prediction in

seasonal time-scale.

Toward enhancing our knowledge and improving the level of study, this session is open for researches on both atmosphere and ocean physics including young scientists and students, and open for various research styles, i.e., observation, data analysis, numerical experiments. Not only introduction and review on completed studies but also prompt reports of observational studies and ideas for new research themes are welcome.

Conveners:

Yasu-Masa KODAMA (Hirosaki University)

Tomohiko TOMITA (Kumamoto University)

Tomohiro NAKAMURA (Hokkaido University)

Yoshihiro TACHIBANA (Mie University)

Koutarou TAKAYA (Japan Agency for Marine-Earth Science and Technology)

Hisashi NAKAMURA (The University of Tokyo)

5. A new development of middle atmospheric sciences

In the field of the middle atmosphere sciences, a significant development has recently been made regarding the vertical coupling of the atmosphere including the mesosphere and lower thermosphere, the inter-hemispheric coupling through the middle atmosphere, and fundamental atmospheric processes. In consideration of cooperation with communities of atmospheric chemistry and upper atmospheric physics, the community of middle atmospheric sciences has been organizing a session in the Japan Geoscience Union every spring in last several years. In this session, we will discuss the role of the middle atmosphere in the earth climate from various view points in the meteorological society.

Conveners:

Kaoru SATO (The University of Tokyo)

Yasunobu MIYOSHI (Kyushu University)

Takeshi HORINOUCI (Hokkaido University)

6. Utilization studies of the greenhouse gas observing satellite (GOSAT) “IBUKI” data

The greenhouse gas observing satellite (GOSAT) was launched successfully on 23 January 2009, and has operated normally since. This is a joint project of the Ministry of the Environment (MOE), the National Institute for Environment Studies (NIES), and the Japan Aerospace Exploration Agency (JAXA). The mission objective is to reduce the carbon dioxide surface flux estimation error on a sub-continental scale to half of the present values. The data quality of carbon dioxide and methane has been improved through several revises of spectrum data and revision of the retrieval algorithm.

During the first half of the session, presentations related to the basic performance of satellite sensors and data quality in each process level will be given by project staff members. The latter half of the session is open for presentations such as those from a synergetic usage of GOSAT data with other satellite data as well as those using GOSAT data only. Studies of aerosols and clouds using CAI sensor data are also welcome. We hope this session becomes a good opportunity for wide discussion of the usefulness and future possibilities of GOSAT data.

Conveners:

Ryoichi IMASU (The University of Tokyo)

Gen INOUE (The University of Tokyo)

Tatsuya YOKOTA (National Institute for Environment Studies)

Takakiyo NAKAZAWA (Tohoku University)

Teruyuki NAKAJIMA (The University of Tokyo)

7. Studies on severe convective events in metropolitan

Severe convective events producing heavy rainfall, gusts, and tornados etc. over metropolitan are drawing attentions in Japan because these events appear to increase recently, often causing disasters associated with the loss of life, the destruction of buildings, roads, and railways, and so on. The urban areas are considered to be more susceptible to severe weather than are the rural areas because the human activities in the dense-populated region supported by highly-developed transportation and communication networks is vulnerable to the severe weather.

It is yet very difficult to forecast appropriately severe weather events with sufficient lead-time. One of the reasons may be attributed to the lack of our understanding of the nature of the severe convection through its lifetime. This understanding is indispensable to better forecasts of severe weather as well as better numerical modeling. We have difficulties in the observation of severe convection so far because

the observation facilities are limited. Recent development of the observation technology, however, may allow us to elucidate the essence of severe convections.

This working session concerns the severe convection in its lifecycle over metropolitan, clarified by the dense observation network including innovative observation facilities, and by improved numerical models.

Conveners:

Masayuki MAKI (National Research Institute for Earth Science and Disaster Prevention)

Yasushi FUJIYOSHI (Hokkaido University)

Eiichi NAKAKITA (Kyoto University)

Fumiaki KOBAYASHI (National Defense Academy of Japan)

Takahisa KOBAYASHI (Meteorological Research Institute)

Yoshinori YAMADA (Meteorological Research Institute)

Ahoro ADACHI (Meteorological Research Institute)

VI. Meeting Presentations by Non-Members

As a general rule, those who are not members of the Meteorological Society of Japan (MSJ) are not allowed to give presentations at MSJ meetings. However, we recognize that some foreign researchers on short stays or researchers from other academic disciplines may wish to give presentations at MSJ meetings. For this reason, the Spring and Autumn Meetings Oversight Committee allows non-members to give presentations exclusively in the following cases:

1. A non-member is allowed to give a presentation if it is co-authored by an MSJ member. (Make sure that the name and affiliation of the co-author are indicated on the abstract.)
2. A presentation by a non-member in a special topic session is allowed at the discretion of the session convener.

The Spring and Autumn Meetings Oversight Committee urges those who intend to present at MSJ meetings on an ongoing basis to become MSJ members.

VII. Support for Workshops

The Spring and Autumn Meetings Oversight Committee will support, as best as it can, workshops that are independently conducted by MSJ members immediately before, during, and immediately after the meeting. To qualify for this support, the workshop must be open to all MSJ members. If you wish to receive support for your workshop, please send in your application to the Spring and Autumn Meetings Oversight Committee (E-mail: kouenkikaku2012s@metsoc.jp) with the following information:

- Required information:
1. Name and topic of the workshop
 2. Contact information for the representative
 3. Requested time, date, and venue
 4. Expected number of participants
 5. Requested support (e.g., facilities, equipment)

Deadline: Tuesday, February 14, 2012

VIII. Child-Care Support during the Meeting

The information about child-care support during the meeting will be shown at the meeting website.

IX. Trial Introduction of the Career Explorer Logo

1. Objective of the Career Explorer Logo

In recent years, career development among young researchers has become an important social issue. In order to address this issue, MSJ decided to introduce the use of the “Career Explorer Logo” in the Autumn Meeting 2009 on a trial basis with the intention of supporting job-seeking and recruiting activities among the MSJ members. (A similar approach has been in use by the Japan Society of Applied Physics since 2007.)

2. Career Explorer Illustration



By displaying the “Career Explorer Logo” in your proceedings manuscript or presentation materials, you can inform other MSJ members that you are currently seeking employment opportunities. Electronic versions of the illustration in both color and black-and-white are available on the MSJ homepage.

3. How to use the Logo

When postdoctoral researchers, students, or any other Society members who are seeking employment opportunities give presentations, they may use the “Career Explorer Logo” in their proceedings manuscript and/or presentation materials.

1. Proceedings manuscript: Insert the Logo to the left of the title of your presentation. Please make sure that the Logo is confined to its approved area on the page.
2. Oral presentation: Display the Logo in any highly visible location on the presentation material.
3. Poster presentation: Display the Logo in a highly visible location near the title of your presentation.

4. Caution against misuse of the Logo

1. The Logo can only be used in and for the lecture sessions hosted by MSJ and its members.
2. Refrain from any questions associated with the Logo during oral presentations.
3. The presenter takes full responsibility for the use of the Logo. MSJ is not responsible for any benefits or difficulties that might result from the use of the Logo.
4. The use of the Logo is not allowed outside the appropriateness and the purpose of its intent, as defined by the Society.

Meteorological Society of Japan
Rules and Regulations for Presentations at Spring and Autumn Meetings

The Spring and Autumn Meetings Oversight Committee
Meteorological Society of Japan

1. Purpose of the Meetings

1.1 The Meteorological Society of Japan (MSJ) organizes MSJ Meetings twice a year, in spring and autumn, in order to promote and make progress on meteorological research, and to contribute to the general advancement of science. At these meetings, workshops and presentation sessions on meteorology are held.

2. Registration for the Meetings

2.1 Those who intend to give oral or poster presentations at the meeting (including guest speakers) are required to register their personal information through the meeting website, complete the conference registration, and make payment for the registration fee in advance.

2.2 In order to give presentations (oral and/or poster) at the meeting, all individuals other than guest speakers are required to submit an abstract, which needs to be approved by the Spring and Autumn Meetings Oversight Committee.

2.3 Registration of personal information and registration for the meeting are to be completed by the registrant. Contact information at which the registrant can be reached needs to be provided, and not that of a representative. Depending on the circumstances, the Spring and Autumn Meetings Oversight Committee may need to contact the registrants for inquiries. Registration by a representative of the registrant is permitted only under exceptional circumstances in which registration by the registrant is difficult, such as: 1) registration from abroad, 2) registration for a foreign researcher, and/or 3) no access to available internet.

3. Abstract Preparation

3.1 As for the abstract formatting and other related matters, the information in the meeting announcement (posted on the meeting website) is to be followed.

4. Abstract Submission

4.1 The presenter is responsible for submitting his or her abstract by the designated date. The presenter must gain the approval of his or her co-authors before

submitting an abstract. Abstract submission by a representative of the presenter is permitted only under exceptional circumstances in which submission by the presenter is not feasible, such as submission from abroad or by a foreign researcher. Finally, if a submission is made by a representative without the consent of the presenter, the abstract will not be accepted.

4.2 The maximum number of presentations allowed for each registered participant is 2 (including invited lectures).

5. Review

5.1 The Spring and Autumn Meetings Oversight Committee uses a peer review process to decide on the acceptance or rejection of submitted abstracts. Acceptance or rejection of the submitted abstracts is at the discretion of the Spring and Autumn Meetings Oversight Committee. If the Spring and Autumn Meetings Oversight Committee determines that the content of the abstract is inappropriate for presentation at the meeting for any reason including those listed below, the Committee reserves the right to reject the abstract.

1. The content of the presentation is plagiarized from the research results of others.
2. The format of the abstract deviates significantly from the specified format.
3. The content of the presentation is inappropriate from the perspective of social ethics.
4. The content of the presentation defames specific individuals or organizations.
5. The abstract submission is made for a purpose that deviates from the objective of the meeting.
6. The content of the presentation is not well suited for the purpose of the meeting.

5.2 The Spring and Autumn Meetings Oversight Committee will determine the format of the presentation (oral or poster), while taking into consideration the request of the presenter.

5.3 If the Spring and Autumn Meetings Oversight Committee rejects a submitted abstract, the Committee will notify the submitter of its decision along with the reasons for the rejection. In this case, the registration fee (or the difference in fee which arises from the resulting change in participation classification) will be refunded.

5.4 If the submitter disagrees with the reasons for the rejection of the submitted abstract, the submitter is entitled to only one petition for re-examination of the rejected abstract.

6. Re-Examination

- 6.1 When petitioning for re-examination of a rejected abstract, please submit the following information to the office of the Spring and Autumn Meetings Oversight Committee: the name and contact information of the petitioner, the presentation title, the author name(s), and a statement for the reasons the petitioner believes that the abstract should be re-examined (the format of the petition is left to the discretion of the petitioner).
- 6.2 Petitions for abstract re-examination are to be submitted by mail and need to be received at the office of the Spring and Autumn Meetings Oversight Committee within 7 days, including the day the notification of the rejection of the abstract was received by the presenter.
- 6.3 When petitioning for re-examination of a rejected abstract, any modification of the abstract is not permitted. The Spring and Autumn Meetings Oversight Committee will conduct a re-examination procedure and notify the petitioner of the result of the re-examination (acceptance / rejection).

7. Modification and Cancellation of an Accepted Abstract

- 7.1 No modification to the presentation format, the presentation title, or the content of an abstract is allowed after its acceptance.
- 7.2 If the cancellation of a scheduled presentation is necessary due to unavoidable circumstances such as illness, a cancellation request needs to be made immediately to the Spring and Autumn Meetings Oversight Committee. When the presentation is cancelled, the registration fee will not be refunded.