



## ICME-15: Discussion Group Guidelines

# GUIDELINES FOR UPLOADING DISCUSSION GROUP AND AGENDA

18 March 2024

The Local Organising Committee welcomes your contribution to the 15<sup>th</sup> International Congress on Mathematical Education (ICME-15) Discussion Group session.

In order to create your Discussion Group Program, we require you to resubmit a revised and extended Abstract. with an added page of the proposed agenda. This is the information that will be available to the delegates.

To ensure that any revised papers are submitted correctly, please take the time to **read these guidelines ahead of time.**

Discussion Group submissions to ICME-15- GS that have been accepted will need to upload the below in **one document**:

- **Discussion Group description:** The Abstract in your original proposal is appropriate for this purpose so you can use that text. You may want to revise that text to reflect your team's current thinking. You can include specific sub-questions as appropriate.
- **Discussion Group overview of sessions.** This should include your proposed program of activities in the two sessions (discussion topics; summarising talks etc.).

All Discussion Group resubmissions must be submitted by **Thursday 22 April 2024**

### Prior to the Congress

All coordinators, organisers, presenters/speakers who have been accepted in the Congress Program are required to register and pay for the Congress. If you have not yet registered, please [click here](#) to register and complete the delegate registration form and payment. Failure by Discussion Group Coordinators to register by **Sunday 31 March 2024** may result in the Discussion Group being removed from the program.

### Ready to upload the extended Discussion Group Abstract.

This functionality and access will only be available to the appropriate authors. This will normally be the Contact Coordinator who submitted the original proposal for the Discussion Group. Please contact the Secretariat ([icme-15@arinexgroup.com](mailto:icme-15@arinexgroup.com)) if a different person will be resubmitting the Abstract.

All revised and extended Abstracts must be uploaded as a **PDF file format.**

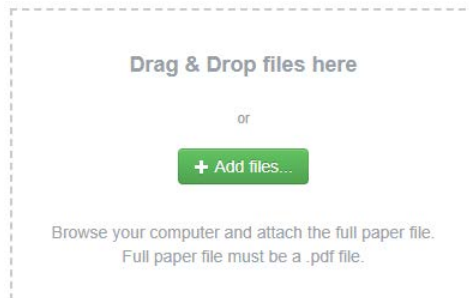
1. Login to the General Submission portal: <https://icme15gs-c10000.eorganiser.com.au/index.php?r=site/login>. Please ensure that you are logged into the ICME-15 - GS and not ICME-15-TSG (Topic Study Group portal)
2. Select the submit full paper. Note that this is the terminology used in the online system and cannot be changed.

Submit Full Paper



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3. This will direct you to a submission page. There you will only be required to upload your revised and extended **Discussion Group Abstract** as a **single** document. The Abstract must be submitted as a **pdf file**.



4. Once you have uploaded your revised and extended Abstract click on "Submit".



If you require to re-upload an amended version, please email the Congress Managers at [icme-15@arinexgroup.com](mailto:icme-15@arinexgroup.com) with the updated PDF file.

Please note that the official Congress language is English. **All Discussion Group Abstracts must be written in English.**

**Thank you for your help in making ICME-15 a success.**

For further details or assistance, please contact the Congress Managers.

ICME-15 Congress Managers

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