**PROVIDE TITLE OF THE WORKSHOP HERE**

**[Times New Roman-12-bold/Caps]**

A.B. Firstauthor\*,a, C. Coauthorb and D.E. Other Coauthor a

a Institution/Department, Affiliation, City, Country

b Institution/Department, Affiliation, City, Country

\*E-Mail Address of the corresponding author

**Abstract**

**Instructions for preparing a workshop description for the symposium are presented here. They are intended to guide the authors in preparing camera-ready hardcopy and electronic form of their papers. Provide a short abstract of the workshop (10 point bold) between 100 to 150 words. Do not indent any part of the abstract except for the first line. Do not use bulleted lists, or any other special formatting within the abstract. [Times New Roman-10]**

**Keywords:** *word1, word2, word3, word4, word5*

**Overview of the Workshop**

English is the official language of the symposium. The authors are responsible for the content, originality, and style. [Times New Roman-10]

Provide an overview and the educational context of the proposed workshop and what participants will gain from the session. This overview will be used to promote the workshop during the conference; consequently, it is beneficial to consider your target audience while writing this overview. A workshop may be on a fundamental level that presumes little prior knowledge, or it may be more advanced for experienced participants to gain further knowledge or skills, or a new perspective.

**Activities**

Include a brief summary of the proposed activities participants will undertake in the workshop and a short plan for the execution of the workshop. Please note that the length of a workshop will probably be 60 min (to be confirmed later).

**Target Audience**

Explain who should attend this workshop and outline any background knowledge required for participants, or any pre-workshop preparation required.

**Outcomes**

What are the anticipated outcomes of the workshop? What will workshop participants gain by participating in the workshop?

**Formatting your Workshop Description [REMOVE]**

Include a brief summary of the proposed activities participants will undertake in the workshop and a short plan for the execution of the workshop.

*Length:* The preferred length for all workshop descriptions, with abstract and references included, is a maximum of 2 pages (single line spacing).

*Keywords:*Five to ten keywords of the manuscript should be placed beneath the abstract. Put a comma after each keyword and type them in lower-case except for special cases such as abbreviations.[Times New Roman-10, Italic face]

*Style:* Use the proposed sections for overview of the workshop, activities, target audience, outcomes, and acknowledgements (when appropriate). Type the section headings in bold style without indentation and leave one blank line before and after each heading. Use only one level of headings.

*Body Text:* Use Roman typeface (10 point regular) throughout. Only if you want to emphasise special parts of the text use Italics. Start a new paragraph by indenting it from the left margin by 5 mm (and not by inserting a blank line).

*Tables and Figures:* Paste tables and figures where needed (as close as possible to where they are mentioned in the text), if necessary spanning both columns. Number them consecutively using Arabic numbers (e.g. Table 1, Table 2, Figure 1, Figure 2) and provide a caption for each table and figure. Place captions above the tables and beneath the figures. Leave one blank line before, and one after the captions. Do not indent or center the captions. Please keep in mind the distinction between tables and figures: tables only contain alphanumerical characters and no graphical elements.

American Psychological Association (APA) referencing style both in text and for listing references at the end of the paper is recommended. References in text should be author and date:

… Wilson (2000) makes this distinction …

… Wilson, Hodges, and Jackson (2000) found that …

… the point is discussed in several places (e.g., Allen and Corder, 1975; Stern, 1983).

References should be listed in alphabetical order in the reference list. Examples of referencing different sources are given below:

For articles: Chames, J. & Lieberman, L. (1965). Differences between normal and clinical groups in judging, evaluating and associating needs. *Journal of Clinical Psychology*, 21, 145-156.

For books: Hodges, D.A. & Jackson, H.G. (1983). *Analysis and design of digital integrated circuits.* New York: McGraw.

For chapters: Willis, P. (1983). Cultural production and theories of reproduction. In L. Barton & S. Walker (Eds). *Race, class and education* (pp. 40-43). San Francisco: Jossey-Bass.

For URLs: Johnson, A. (1996). *The changing face of education.* Retrieved from

http://www.stemnet.inf.ca/Community/Prospects/V3n3/tcfoe.htm.

**Acknowledgements**

You may acknowledge (when appropriate) the organisations who have funded or extended their facilities for doing the work.

**References**

Chames, J. & Lieberman, L. (1965). Differences between normal and clinical groups in judging, evaluating and associating needs. *Journal of Clinical Psychology*, 21, 145-156.

Hodges, D.A. & Jackson, H.G. (1983). *Analysis and design of digital integrated circuits.* New York: McGraw.

Johnson, A. (1996). *The changing face of education.* Retrieved from http://www.stemnet.inf.ca/Community/Prospects/V3n3/tcfoe.htm.

Willis, P. (1983). Cultural production and theories of reproduction. In L. Barton & S. Walker (Eds). *Race, class and education* (pp. 40-43). San Francisco: Jossey-Bass.

**Certificate of Approval**

Please note that you are required to submit the approval certificate for the purpose of maintaining and publicizing the record of the symposium. The copyright of all contents on your paper is reserved by the author(s) and/or the institution, even if you submit the approval certificate. [Remove this text from your submission]