

Submission Guidelines

The guidelines described below satisfy the requirements of the Australian Department of Education, Science and Training (DEST) for acceptance as published papers.

- a) **All Refereed and Working papers will be published in the ISBN registered conference proceedings.**
- b) **Two categories of papers to be accepted. No extension on submission deadlines will be granted.**

- i) Refereed research papers: due 30 September 2006.

Papers submitted in this category are those where research work or conceptual or theoretical development is complete. Authors should submit a paper of no more than 5,000 words, to be double blind refereed. Papers successfully submitted in this category and nominated by the referees are eligible for entry into the 'CAUTHE Award for Best Full Paper'. Details regarding this Award can be found on the CAUTHE 2006 website.

Papers successfully submitted in this category by a PhD student on work derived from their study, are eligible for nomination by the referees for the 'Bill Faulkner Memorial Award for Best PhD Paper'. Details regarding this Award can be found on the Awards section of the CAUTHE 2007 website.

- ii) Working papers: due Friday 30 October 2006.

Working papers are those for which a substantial amount of the research work or conceptual or theoretical development is complete. Authors should submit a 1,200 to 1,500 word extended abstract to be reviewed by the Conference Paper Review Committee.

c) **Submission Process**

All papers must be submitted electronically via the CAUTHE 2007 Conference website (www.cauthe2007.uts.edu.au).

The following details will be requested on the submission form when lodging a paper. These details are linked electronically to the paper to facilitate the blind review process.

- title of paper
- author(s) names
- affiliations (for publication)
- contact details including addresses, phone and fax numbers, and email addresses.

To indicate to the conference paper committee how each paper should be reviewed, authors will be requested to choose the category for which their paper should be considered: refereed research paper *or* working paper. PhD student authors will be required to identify themselves.

Please note that the submission and selection of a paper is an indication of a commitment to attend the conference. If a paper is selected at least one author must attend the CAUTHE 2007 Conference to present the paper.

Please also note that although authors may write any number of papers, no delegate may present more than two (2) papers.

As a minimum, all full refereed papers should include the following headings or sections:

- i) Empirical Papers

- Abstract
- Introduction
- Methods
- Results
- Discussion
- Conclusions and Implications
- Acknowledgments, and
- References.

ii) Conceptual/Theoretical Papers:

- Abstract
- Introduction
- Conclusions and Implications
- Acknowledgements, and
- References

iii) All refereed papers or working papers must also meet the following requirements:

- Times New Roman 11 point font
- MSWord file
- Inclusion of paper title, but with all authors, affiliations and contact details excluded
- Paper outline
- To ensure anonymity, removal of the 'author name' property automatically assigned to any MSWord file. To do so, click Properties on the File menu, click the Summary tab, and remove all existing information in all boxes.

Papers should follow the APA guidelines as used in international journals such as: Tourism Management; Journal of Hospitality and Tourism Research; and Journal of Tourism Studies. Graphics and tables must be accessible by MSWord or MS Excel.

Please refer to the final page of this document for a detailed example of formatting requirements.

d) Review upon receipt of submission to meet other funding requirements

To accommodate a variety of funding regimes, submissions will be accepted from April 1, 2006. Papers will be reviewed and authors advised usually within four weeks of submission.

Referees

Please note that all authors submitting papers may be approached to referee one or more conference papers.

The Scientific Committee will offer an award for the best referee.

If you are interested in refereeing papers for **CAUTHE 2007**, please contact r.march@unsw.edu.au or register your interest on the CAUTHE 2007 Conference website (www.cauthe2007.uts.edu.au).

EXAMPLE FOR YOUR REFERENCE

TITLE OF YOUR PAPER FLUSHED TO THE RIGHT

ABSTRACT

Place your abstract here. Use Times New Roman 11 point font. The short abstract should be composed of 100-150 words that briefly summarize your paper. It should provide details rather than present intentions. Indent the abstract paragraph *1.5cm* single space with justified text alignment. The abstract should be followed by and a list of no more than six (6) key words that define the subject matter.

INTRODUCTION

Begin your copy here. Single space within each paragraph and double space between paragraphs. Do not number the pages, but make sure the pages are in the correct order. The editor will number pages.

Please use a *3cm* margin on the left and *3cm* margin on the top, bottom, and right.

TABLES AND FIGURES

Tables and figures must appear within the text, not at the end of the text. Tables and figures should be numbered sequentially, e.g., Table 1, Table 2, Table 3, etc., and they should bear a title (in upper- and lower-case letters), which explain their contents. For example

Table 1
Profile of Typical Travel and Tourism Students

Appendices should appear at the end of the article after the list of references

REFERENCES

References must be listed immediately following the CONCLUSION or SUMMARY of the paper. Use APA style. Alphabetize by author, and for each author, list in chronological order. List the authors' names exactly as written in the source cited. Use no abbreviations. See examples below:

American Psychiatric Association (1980), *Diagnostic and Statistical Manual of Mental Disorders (3rd ed.)*, Washington, DC: APA Publishers, Inc.

Silverberg, K., Hackman, S., & Hackman, K., (1996) 'A preliminary investigation into the psychographics of nature-based travelers to the south-eastern United States' *Journal of Travel Research*, 34 (2), 19-28.