



**CALL FOR SUBMISSIONS
Undergraduate Student Best Papers**

**ITAA Annual Meeting – Bellevue, Washington
October 28-31, 2009**

Proposals must be submitted electronically by April 3rd at www.ITAAonline.org

A paper based on original research may be written and submitted by any undergraduate student or student team (3 member maximum) under the sponsorship of an ITAA faculty member. Students must be currently enrolled in textiles, apparel, merchandising, or related programs or have graduated from such a program within the last 12 months. Papers must use American Psychological Association (APA) or Chicago style, be written in English and be accompanied by a 1-page abstract, of no more than 150 words. Papers must not exceed 16 double-spaced pages in length, including abstract and references. The faculty member supervising the research must be listed as second author and must serve as ITAA member sponsor for submission. The author and sponsor will be notified electronically when the decision is made.

The Undergraduate Best Paper will be presented in poster format at the ITAA Annual Meeting and be published in the *ITAA Proceedings*. Papers may not have been published or reported at a national or regional conference prior to the ITAA Annual Meeting. The author(s) of the winning paper will receive \$500 to be used toward travel and hotel costs to present the poster at the ITAA annual meeting. If the student does not present the paper, the travel stipend will not be awarded. One student author of the Undergraduate Best Paper will have the registration fee for the annual meeting waived. If the author is unable to attend the annual meeting, the advisor is expected to present the poster. The presenting author must register for the conference by September 18th, allowing the conference organizing committee adequate time to prepare the Conference Program.

Preparation for Online Submission: Each entrant must create an account under his or her own name. ITAA members should login as a member and should **not** create another account. A non-member submitter must create his or her own account. There is no charge for creating an account and submitted information is used only for procedures surrounding the annual meeting. The individual planning to make multiple submissions (i.e., to submit more than one design and/or papers in research or other categories) should create only one account. The individual account allows each entrant to receive his or her own email acceptance or rejection letter(s) for each submission.

1. **Select a track** for review and presentation:

- **Aesthetics/Design/Product Development** – including the creative process, factors of design, body scanning, product development for target markets, specification development, etc.
- **Technical Design/Fashion Illustration** – poster session only, research only, including content for non-fashion or fashion technical design and fashion illustration.
- **Historic/Cultural** – including artifact analysis, historic trends, archeological studies, cross-cultural comparisons, etc.
- **Textile & Apparel Industries/International Trade** – including sizing, manufacturing, sourcing, socially responsible practices, production technology, etc.
- **Merchandising/Marketing/Retailing I. Management** – including issues related to satisfaction, stores, the retail process, etc.
- **Merchandising/Marketing/Retailing II. Visual & Promotion** – including issues related to E-commerce, advertising, branding, retail atmospherics, etc.
- **Consumer Behavior** – including phenomena related to how consumers behave in the marketplace, shopping behavior, fashion movement, merchandise quality, consumption patterns and consumer practices.
- **Social/Psychological Aspects** – including appearance management, identity, group behavior, body image, acculturation, gender and dress, etc.
- **Textile/Apparel Science** – including fiber science, functional dress, etc.
- **Professional Development & General** – including future trends for the profession, curriculum issues, industry or inter-disciplinary linkages, professional development, etc.

2. **Create a folder** on your computer for each entry. Name the folder so you will recognize it; perhaps an abbreviation of the title of your piece. Each folder will contain from 4 to 6 files. Be prepared to upload each file when the Online Submission Program asks for it.
 - File 1.doc Full paper
 - File 2.doc Proceedings paper
 - File 3.doc Program information
 - File 4.pdf Copyright (signed by at least one author and scanned)
 - File 5 Graphic1 (optional)
 - File 6 Graphic2 (optional)

3. **Prepare your paper** in English for review. The full paper can be up to 16, double-spaced pages in length, including the 150 word abstract, graphics, and references. Include the title on the abstract page (single spaced, maximum 30 words) **but no identifying information about authors or professional affiliations on any of the pages**. Save in your folder as File 1 and upload when requested by the submission program. **Graphics should be incorporated within the body of the article** in the appropriate place(s). The additional graphic files are only for use with the proceeding paper and should not be referred to within the text of the paper.

4. **Prepare the Proceedings paper** in English (1" margins on all edges, single spaced, 4 page maximum) for the *ITAA Proceedings* in Word.doc format. Use the increased number of pages to expand the abstract and provide additional information. Use Times New Roman, font size 12, for all text. Your paper must be finished copy and show no editing marks. Use APA or Chicago style for references. The document must be editable. Insert a blank line between each section.
 - **First Section** - title (30 word maximum, capitalizing only the first letter in the first word and major words)
 - **Second Section** - names of all authors and professional affiliations with geographic locations of all authors in order of authorship. It is appropriate for students to invite the instructor or sponsor to be second author on articles discussing research or designs resulting from class assignments or supervised study.
 - **Third Section** - key words (4 maximum, use single words, not phrases)
 - **Fourth Section** - text of paper. Save in your folder as File 2.doc

Graphics, tables, images, etc. for the *ITAA Proceedings* (2 maximum) must be in separate files and uploaded in the appropriate place during the submission process. Label each graphic file with Graphic1 for first graphic, Graphic2 for second graphic. For example:

 - Graphic1. Save in your folder as File 5
 - Graphic2. Save in your folder as File 6

Indicate appropriate placement of the graphic in the text of the paper with "Insert Graphic1 about here" and "Insert Graphic2 about here," if a second graphic is used. Plan all graphics to fit within the margins, within the four page limit, and portrait orientation (not landscape).

5. **Prepare information** in English (Word.doc format) for the conference programs, and save as File 3.doc. Include:
 - Title of the paper (30 word maximum, capitalizing only the first letter in major words)
 - Names and professional affiliations of all presenters in order of authorship.

6. **Download**, sign, and scan the 1-page copyright agreement for uploading with your submission. Save in your folder as File 4.pdf.

7. **Upload Files** at www.itaonline.org. The online submission program requires that you use Internet Explorer as your browser. Do not use Safari. After uploading a file, evaluate how your submission will look to the reviewers. Papers, images, and graphics uploaded with the top/bottom placed horizontally must be re-uploaded in the correct orientation. Be sure you have signed the copyright form and that it is properly uploaded. Be sure all files have been uploaded and that the final submit button has been clicked before the cutoff date. Once the final submit button has been clicked, you may no longer evaluate this submission.

Review Process: Papers will undergo blind review by ITAA faculty members from other institutions. The following criteria will be used in evaluating papers: (1) Contribution/relevance of the research; (2) Evidence of sound knowledge of,

application of, or response to existing theory, concepts, previous findings; (3) Evidence of appropriate research design/methods/modes of inquiry; (4) Appropriate execution and application of research methods/strategy/data analysis; and (5) Clarity and organization of the writing and importance for discussion. Awards are contingent on the submission of papers with sufficient merit.

Presentation Format: By submitting a paper, you or your faculty ITAA sponsor is agreeing to present in the poster format and on the assigned day and time.

Follow-Up: Authors will be notified electronically of the outcome of the review at the email address supplied by the submitter, and, if the paper is accepted, will be notified of the presentation format and pertinent information.

Questions?

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