

General Information

1st Asia Regional OCW Conference 2009

OCW for Improving the Quality of Education

November 4 (Wed.) – November 7 (Sat.), 2009

Centennial Memorial SAMSUNG Hall

Korea University, Seoul, Republic of Korea

Chair: Prof. Doo Bong Han, Korea University, Korea
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e-mail: han@korea.ac.kr

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Organizing Committee:

Tel: +82-2-3290-1584 or +82-2-3290-1579

Fax: +82-2-921-0680

E-mail: ocw@korea.ac.kr

Website: The website will be announced shortly.

I. Date / Venue

1. Date

The 1st Asia Regional OCW Conference 2009 will run for two days on November 5-6, and be bookended by pre- and post-conference field trips. The pre-conference field trip will be conducted on November 4 and will consist of a combined academic and industry tour, and the post-conference field trip will be a city tour of Seoul and will be held on November 7. Attendees may choose to join either or both field trips, and the preference should be stated on the *Registration Form of 1st Asia Regional OCW Conference 2009* (appendix 1).

November 4	November 5-6	November 7
Pre-conference Field Trip: Academic and Industry Tour	Main Conference	Post-conference Field Trip: City Tour of Seoul

2. Venue

International Conference Room, Centennial Memorial SAMSUNG Hall
Korea University, Seoul, Republic of Korea
Address: Anam-dong Seongbuk-Gu, Seoul, Korea
Post Code: 136-701
Telephone: +82-2-3290-1584 or +82-2-3290-1579

II. Conference Program

1. Theme

OCW for Improving the Quality of Education

2. Topics

- 1) How to Improve the Quality of Education through OCW
- 2) Challenges and Opportunities of OCW in Asia
- 3) Future Directions and Collaboration of OCW in Asia
- 4) Asia Consortium and Regional Consortium of OCW
- 5) Assessment of Current OCW and Efficient Technology
- 6) Promotion to Spread OCW in Asia
- 7) Other Interesting Topics Related to OCW

3. Sessions

1) Congratulatory Address

- Ki-soo Lee (President, Korea University, Korea)

2) Keynote Speeches

- Young-sup Kim (Vice President, Handong Global University, Korea)
- Doo Bong Han (Director, Center for Teaching and Learning, Korea)
- Yoshimi Fukuhara (Professor, Keio University, Japan)
- Wei-I Lee (Professor, National Chiao Tung University, Taiwan)

3) Workshop

4) National Model

5) Case Studies in Regular and Irregular Education

6) Demonstration and Training

III. Paper Submission

1. Important Dates

1) Due Date for Abstract: October 23

- An abstract (not more than 200 words) as well as other information including titles of papers, all authors names and affiliations.
- This Abstract will appear on the program booklet.

2) Due date for Paper: October 29

- The length of your paper must be 3,000~5,000 words. DO NOT put a page number in each page. The acceptable file format is Microsoft Word (*.doc).
- For the standard format of the conference, please refer to *Instruction for Preparation for Abstract and Paper* (Appendix 2) and *Paper Template* (Appendix 3).

2. General

Paper presenters are asked to focus on key issues rather than extensive factual background. In preparing for their sessions, presenters should note that participants are drawn from various countries and from different professional backgrounds. Participants are assumed to have a good command of English.

3. Length and Structure of Sessions

The length of each session will vary. Paper presenters are normally expected to speak for 15 minutes, while discussants are generally asked to limit their remarks to 5 minutes each.

4. Paper Length and Submission

All papers should be written in English. To make the editorial and printing job easier, it would be greatly appreciated if you could use Microsoft Word format only. Appropriate paper lengths for different roles are as follows:

Full Paper:	3,000~5,000 words (English font size 12 in single space)
Abstract:	200 words

Papers are expected to arrive at 1st Asia Regional OCW Conference 2009 **no later than October 29th** to make printed conference proceedings available in time. Please submit your paper via email in electronic form (Microsoft Word file format).

5. Submission Guidelines

For the standard format of the conference, please refer to *Instruction for Preparation for Abstract and Paper* (Appendix 2).

V. Accommodation

The participants of the conference may *either* choose to be accommodated in *CJ International House*, located within the campus of Korea University, or may reserve their own rooms in one of the hotels from the list below. Please note that available rooms of CJ International House are limited, thus earlier registration would guarantee a higher chance of your stay in this facility.

Method of Reservation

- If the participant shall lodge in *Holiday Inn* or *Hotel Shilla*, the participant should inform us of her/his choice of hotel on the registration form.
- The Hotels could offer the room at lower cost if you mention our Conference title.
- Once the organizing committee receives the attendee's choice, the committee will notify the method of reservation in the letter of confirmation via e-mail.

	Address	Rate	Distance from Conference site
<i>CJ International House</i> +82-2- 3290-0003	Anam-Dong Seongbuk-Gu Seoul, 136-701 Korea	\$50	5 minute Car
<i>Holiday Inn</i> +82-2-929-0204	3-1343, Jongam-dong, Seongbuk-gu Seoul, Korea	Around \$100	10 minute Car
<i>Hotel Shilla</i> +82-2-2233-3131	202 Jangchung-dong 2-ga, Jung-gu, Seoul	Around \$200	20 minute Car

VI. Registration

The attendees of the conference are to register via e-mail (ocw@korea.ac.kr) or fax (+82-2-921-0680). The form of registration (*Appendix 1: Registration Form of 1st Asia Regional OCW Conference 2009*) is to be submitted **no later than November 1.**

If you encounter any queries regarding general information, registration or proceedings of the conference, please send an email or call to the below:

Organizing Committee:

Tel: +82-2-3290-1584 or +82-2-3290-1579

Fax: +82-2-921-0680

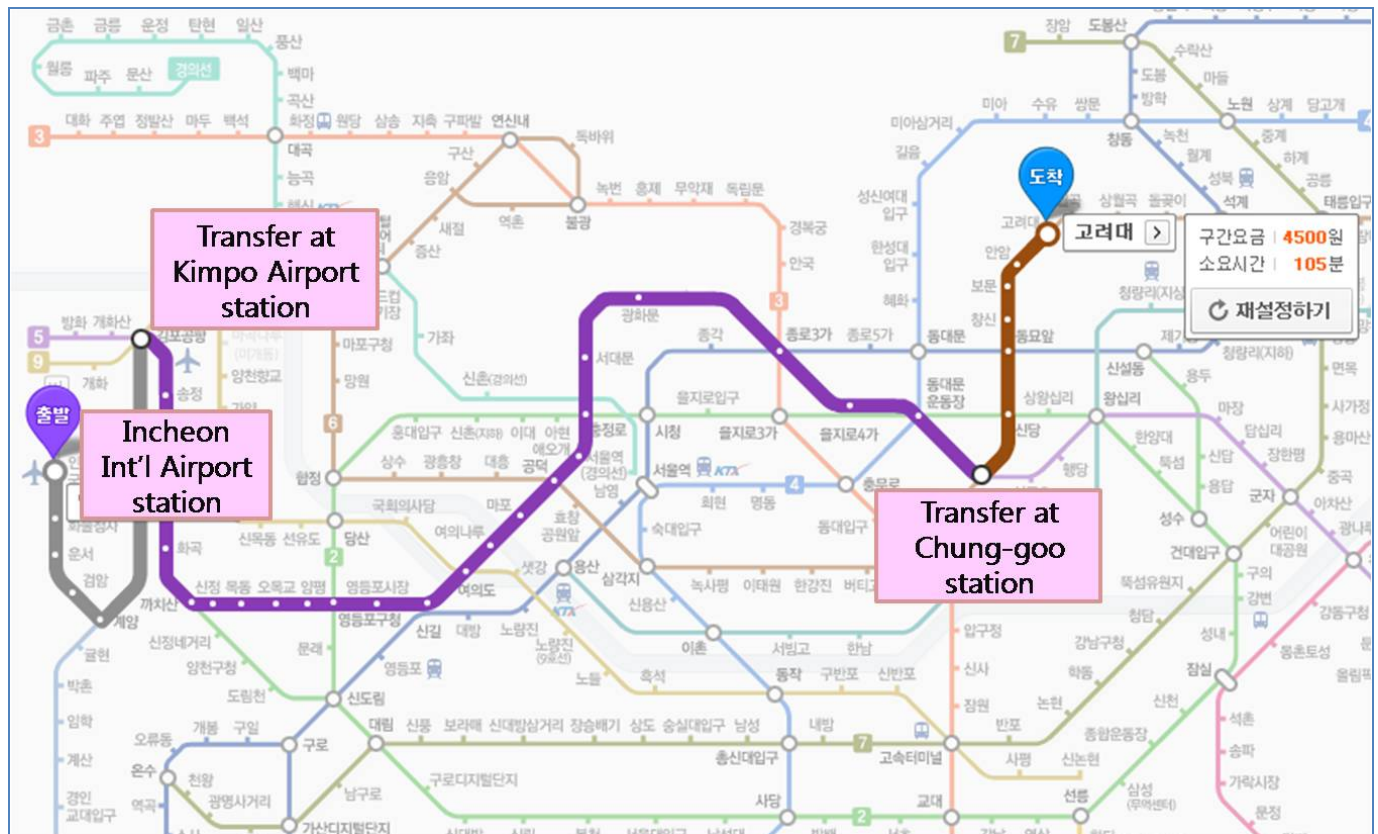
E-mail: ocw@korea.ac.kr

Website: The website will be announced shortly.

VII. Transportation

Between Incheon International Airport and Korea University

1. Subway



The most convenient means of transportation from Incheon International Airport to Korea University is the subway. The subway fare is 4,500 Korean won (equivalent to roughly 3 US dollars) and the duration of the trip will be approximately 105 minutes.

- Take the subway at Incheon International Airport station
- Transfer to line number 5 (or the purple line), at Gimpo Airport station.
- Transfer to line number 6 (or the brown line), at Chung-goo station.

2. Bus

There is a limousine bus available from the airport to Korea University approximately every twenty minutes.

The tickets should be purchased in advanced at the kiosks located near gate number 4 or 9 inside the airport, or at gate number 4, 6, 7, 8, 11 13 outside the airport.

Name of the bus line	Do-bong Line
Platform	Platform 3B or 10A

VIII. Other Information

1. Reception, Luncheons, and Dinners

Participants are invited to the reception, luncheons, and dinners during the conference. Please indicate your participation on the registration form attached.

Dietary restrictions: If you will require a special diet (e.g. vegetarian meals), please inform us of your needs on the registration form in advance.

2. Visa

Those who require a visa to enter Korea should obtain one in advance. In case of doubt or if you need an invitation letter for a visa, place your question to the Organizing Committee. General information regarding visas can be obtained from the nearest Korean Embassy or consulate and the following website:

<http://www.mofat.go.kr/english/visa/apply/index.jsp>

3. Weather

The average daily temperatures in early November range from 9°C (48.2°F) to 13°C (55.4 °).

4. Seoul

The capital city of the Republic of Korea, Seoul is a city where the traditional and the cutting-edge existing side-by-side in perfect harmony. It's a dynamic city that never sleeps, and the list of things to do is endless. For useful information on the city, you can visit the official website of Seoul City Tourism: <http://english.visitseoul.net/visit2007en/>



Appendix 1.

Registration Form of 1st Asia Regional OCW Conference 2009

Korea University

November 4-7, 2009

*Please submit this form via e-mail (ocw@korea.ac.kr) or fax (82-2-921-0680) by **Nov. 1.**

I. Name Badge and Mailing Information (Please check or fill in the blanks.)

First Name _____ Middle Name _____ Last Name _____

Badge Name _____

(this name will appear on your name badge)

Title Prof. () / Dr. () / Mr. () / Ms. () / Other : ()

Department/Unit _____

Institution/Organization _____

Mailing Address _____

City _____ State/Prov. _____

Postal Code _____

Work Phone _____ Fax _____

E-mail _____

II. Date of Arrival and Departure (Please check the date of your arrival / departure)

		Nov. 4	Nov. 5	Nov. 6	Nov. 7	
	Nov. 3	Pre-Conference	Main Conference		Post-Conference	Nov. 8
		Welcome Party		Farewell Party		
Arrival						
Departure						

III. Expenditures

Registration	\$100
Accommodations	() CJ International House (Studio Type) () room(s) for () Night(s) (\$50 per night) *Due to the limitation of availability, the rooms of CJ International House are expected to be booked soon. If you plan to stay in this facility, it is advised that you let us know as early as possible to ensure your stay. Separate Arrangement Holiday Inn () Hotel Shilla ()
Pre-Conference (Lunch included)	\$70 (please check if you plan to attend) ()
Post-Conference (Lunch and Dinner included)	\$100 (please check if you plan to attend) ()
Meals (Lunch and Dinner during the Main Conference)	\$100
Number of Persons	() persons
Sum	



IV. Method of Payment

Cash ()	Bank Transfer ()
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*In case of payment in cash, the payment shall be made upon attendee's arrival of the Conference.

*The account information of AOCW of Korea University is:

Bank Name: Hana Bank, Godae Branch
Bank Branch Address: 103-42, Anam-Dong, 5-Ga,
Seongbuk-Gu, Seoul,
136-075, Korea
Account Number: 391-910003-44905
Sift Code: HNBKRSSE
Account Holder: Center for Teaching and Learning

V. Dietary Requirement

*Please notify any special requirements you would like to make regarding diet.

VI. Additional Members (Optional)

*Please add the names of additional members to complete your institutional membership. The individuals named here do not have to attend the conference.

1.	Name	_____
	Title	_____
	Dept/Unit	_____
	Institution	_____
	Address	_____

	Phone	_____
	Fax	_____
	E-mail	_____

2. Name _____
Title _____
Dept/Unit _____
Institution _____
Address _____

Phone _____
Fax _____
E-mail _____

3. Name _____
Title _____
Dept/Unit _____
Institution _____
Address _____

Phone _____
Fax _____
E-mail _____

4. Name _____
Title _____
Dept/Unit _____
Institution _____
Address _____

Phone _____
Fax _____
E-mail _____

Appendix 2.

Instruction for Preparation for Abstract and Paper

We would like authors to make the papers following *Paper Template* (Appendix 3). The easiest way to achieve this is to replace the content with your own material.

1. Submission Dates

1) Due Date for Abstract: October 23

- An abstract (not more than 200 words) as well as other information including papers title, all authors name and affiliations.
- This Abstract will appear on the program booklet.

2) Due date for Paper: October 29

- The length of your paper must be 3,000~5,000 words. DO NOT put a page number in each page. The acceptable file format is Microsoft Word (*.doc).
- For the standard format of the conference, please refer to Instruction for Preparation for Abstract and Paper (Appendix 2) and Paper Template (Appendix 3)

2. General Instructions

Print all text, figures, and tables in two-column format. The exceptions to the two column format are the title, authors' name and affiliation, email address, and full-width figures and tables. All margins are set to 25 mm (1 inch) or above. DO NOT put a page number in each page.

3. Typeset text and styles

Do not use double-byte characters, end-user-defined-characters and/or environment-dependent characters which may be garbled.

4. The top of the first page

Use a 14-point Arial font in the title, an 11-point Times New Roman in the authors' name and the affiliation, and an 11-point Courier New in the email address. The title, the authors' name and the affiliation, and the email address are centered. Insert a line between the title and the authors' name, and between the authors' name and the affiliation.

5. Section heading

Label section and subsection heading in the style shown on this document. Use numbered sections. The style and font used are: 12-point bold Times New Roman for Section heading, 11-point bold and normal Times New Roman for Section heading. Insert a line between sections.

6. Body Text

Use an 11-point Times New Roman font in the body, and indent the first line of the second and later paragraphs.

7. Footnotes

Footnotes should appear at the bottom of the page, and should be numbered. Use a 10-point Times New Roman font in the footnotes.

8. Figures and Tables

Place figures and tables in the paper near where they are first mentioned, if possible. Wide figures and tables may run across both columns. Insert a line between text and figures and tables. Captions of tables should be appeared on the top of the table. Use a 10-point Arial font in tables.

Place a caption of figure below the figure. Provide a caption for every figure and table, and number each table and figure sequentially.

9. References and Appendices

1) References

Conform to the styles of the Chicago Manual of Style. Citations in the text appear in parenthesis as (Author year) or (Author year, page). If the author's name appears in the text, it is shown as Author (year) or Author (year, page).

Full citation of literature referred to should be given in References. Arrange the references alphabetically by first author's name, rather than by the order of occurrence in the text. Punctuate and capitalize as in References of this document.

2) Appendices

Any appendix should be appeared directly after the reference, and should be given an informative title.
Paper submission

Your paper should be saved in Microsoft Word format (*.doc). If your paper includes special fonts, please send the font file to the congress secretariat.

The paper should be sent to the congress secretariat (ocw@korea.ac.kr) as an attachment of email. The deadline for paper submission is on the 29th of October, 2009. Authors who exceed the deadline will be automatically disqualified regardless of the reason for his/her delay.

Do not use double-byte characters, end-user-defined-characters and/or environment-dependent characters which may be garbled.