

# CELA 2017 Annual Conference Instruction for Authors

**Dates:** Friday, May 26-Monday, May 29, 2017

**Host Institutions:** Tsinghua University, Beijing Forestry University, Peking University

**Location:** Beijing, China

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## CONFERENCE THEME: *BRIDGING*

We invite authors to submit research, scholarship and creative activity that **highlight the conference theme of “Bridging” which emphasizes the exchange of ideas within landscape architecture, across disciplines and cultures, and the sharing of knowledge and experience.**

This is an opportunity for authors to be included in a special peer-reviewed conference theme publication, available at the time of the conference. All authors submitting to this track are expected to submit papers for review.

Council of Educators in Landscape Architecture (CELA) 2017 Annual Conference features thirteen tracks. There will be the twelve standard CELA tracks, and one conference theme track—*Bridging Special Conference Theme Publication Track*.

- All authors of abstracts accepted for presentation are invited to submit a full paper.
- All papers submitted will be compiled, without review, for electronic distribution to conference attendees.
- All papers submitted also will be reviewed for potential publication in the track in which they were submitted. The conference publications will be the conference theme publication, *Bridging*, published by the Host Institutions and *Landscape Research Record 06* published by CELA.

## IMPORTANT DATES

- Call for Abstracts: September, 2016
- Abstracts Due: **midnight (author’s time zone), Sunday, October 16, 2016**
- Abstracts Decision: November 2017 (specific date TBA)
- Full Papers Due: End of January, 2017 (specific date TBA)



9/8/2016

**SUBMIT AN ABSTRACT ([Open Conference](#) link here)**

<https://www.openconf.org/CELA2017/>

**SIGN UP AS A REVIEWER ([Open Conference](#) link here)**

<https://www.openconf.org/CELA2017/>

Reviewing CELA conference abstracts and full-paper manuscripts is one of the most important services CELA members can provide to the organization. The peer-review process supports the creation of new knowledge and provides a testament to the strength of our growing body of scholarly work. We hope you will join this effort.

**QUESTIONS?**

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Submit a question about your abstract to (link to the [Open Conference](#) "Email Chair")

<https://www.openconf.org/CELA2017/author/contact.php>

Submit your question about the conference schedule, request to make a change to your presentation time, VISA letter to ([thula@tsinghua.edu.cn](mailto:thula@tsinghua.edu.cn))

**Contact Information**

[thula@tsinghua.edu.cn](mailto:thula@tsinghua.edu.cn)

## CELA Abstract Submission Guidelines

### Conference Tracks

CELA invites proposals for posters, papers, panels and films to be presented at its 2017 conference. While it is expected that topics which engage the conference theme will be foregrounded, proposals that relate in any way to the tracks are, as always, welcome. Submissions should contribute to one of the thirteen conference tracks.

Authors have the option of submitting a full paper for review to either the conference theme publication track or one of the standard CELA tracks. Abstracts not selected for presentation in the conference theme track will be referred to appropriate standard tracks for review.

### Requirements

- Each person is limited to **two** first-author submissions in order to provide opportunities for as many participants as possible. Additional submissions beyond two will be automatically withdrawn by the conference committee without notifying the author.
- CELA encourages student submissions. PhD students may submit as single author. All other students must be co-authored with a faculty advisor. Abstracts without this specification will be withdrawn without notifying the author.
- Panels are integrated presentations on a single topic offered by *four* or *five* people. Panel proposals require a full description of the topic, the rationale for its importance, presentation structure, and four names of the panelists who have committed to participate as speakers. Panels will be scheduled with concurrent paper sessions.
- All abstracts are limited to a maximum of 400 words.
- After the abstract is accepted, the first author *must register* and attend the conference in order for the abstract (and paper if submitted) to be included in the conference proceedings.
- Conference sessions will be scheduled based on first author only and on panel participation.

### Abstract Submission Guidelines

- Please note that the [Open Conference](#) system will be open to accept submissions in **early September**. You are encouraged to continue with your proposals but please do not attempt to submit them until that date.
- The Design Implementation, Landscape Performance, Landscape Planning and Ecology, and Sustainability tracks are eligible for LA CES credit. Since these tracks embrace issues of health, safety, and welfare, additional submission requirements are needed that include (1) learning objectives and outcomes, and (2) bios of all authors. Samples of both may be found at the Open Conference abstract submission website. Further information is on the LA CES [LA CES Guidelines](#).

- Extension of the abstract deadline is not anticipated unless the number of abstracts submitted is not sufficient for a viable conference. For guaranteed review of your abstract, submit by **midnight (author's time zone), Sunday, October 16, 2016.**

#### **Film Track Submission Guidelines (Abstract & Film)**

- *Submit an abstract via [Open Conference](#).* All CELA abstract submission rules apply.
- All film submissions must be uploaded to Vimeo or YouTube for review. Physical copies will not be accepted.
- Include a URL link to Vimeo or YouTube as the last line of the abstract.
- Provide a password if the URL is password protected.
- Maximum submission length is 15 minutes.

Authors submitting to this track are expected to present a film at the conference during the **Saturday, May 27 film session**. We invite presenters to screen a portion of an entire digital film. Presenters might present a short film in its entirety; discuss a film's production with screening of clips; or present pedagogical or research outcomes from film making with screening of clips.

## CELA Conference Presentation Guidelines

- **Oral Presentation**

**Timing:** Concurrent sessions typically will feature four (4) speakers during an 80-minute seminar, or three (3) speakers during a 60-minute seminar. Therefore all regular oral presenters will have a TOTAL time of 20 minutes, including computer set-up, a brief introduction by a moderator, presentation of content and any follow-up clarification of commentary. To be fair to all participants, it is strongly recommended that oral presentations be limited to 15 minutes. Session moderators will serve as timekeepers and endeavor to balance available time among all speakers.

**Technical Support:** Conference-provided projection systems will be available in each of the session rooms. **All presenters are expected to bring/share a laptop that can be connected to the projectors with appropriate cables.** Both Mac and PC platforms are supported. Some technical assistance will be available in the speaker-ready room. It is strongly recommended that all presenters in a session contact each other ahead of time, to pre-load and test PowerPoint or other digital presentations on the designated laptop(s).

- **Panel Presentation**

**Timing:** Panel sessions typically will feature four (4) or more speakers during an 80-minute seminar, or three (3) speakers during a 60-minute seminar. The panel moderator is responsible for serving as timekeeper, and to design the structure of the session. **Unless at least three panelists are registered for the conference, a panel may be cancelled.**

- **Poster Presentation**

All posters are to conform to the following standard: pre-printed sheet size limited to 24 inches x 36 inches, either in landscape (horizontal) or portrait (vertical) orientation. CELA conference organizers will provide each presenter with a pre-cut, 24" x 36" backing board (black "Fom-Cor") for support, alligator clips, and an easel/stand for display. At the close of each interactive session, posters must be removed by the author.

- **Film Track Presentation**

The film track may involve screening of a portion of or an entire film; discussion of a film's production with screening of clips; pedagogical or research outcomes from film making with screening of clips. **Please submit an abstract of the film.** Following peer review of abstracts, authors will be invited to submit films for review. Presentations in this track are consistent with other conference tracks and should be limited to 20 minutes.

Presenter is responsible for bringing film or film clip on a portable media in a mp4. Streaming from online will NOT be available.

## CELA Full Paper Submission Guidelines

### Submission Procedures

- Submit one electronic copy of the title page separate from one electronic copy of the manuscript and figures to the [Open Conference](#) system by (date TBA).
- The title page must include the paper's title, author's name and a three – or four-sentence biographical sketch of your education, professional positions, current affiliations and research interests. The bio must not exceed 50 words.
- The manuscript must include a title, your revised abstract, key words, the text, references and, where applicable, endnotes, tables, figures and/or captions. Papers must not exceed 8,000 words, all-inclusive. Your abstract and manuscript should be informed and modified by the comments reviewers gave on your abstract.
- To allow for blind review, do not print your name on the pages of text and place your name **only** on the title page, which is to be submitted as a separate file. In general, please do not use running text headers or footers.

### Formatting Requirements

- Double-space throughout the entire manuscript, including the abstract, biography, block quotations, endnotes, references, figure captions, tables and the like.
- The first page of the manuscript must include the title of the paper and an abstract of approximately 250 words.
- Number every page consecutively with the first page of the manuscript as page 1.
- The margins must be at least 1" and the font must be 12 point Times New Roman. Heads and subheads must be Arial font.
- For heads and subheads see the formatting example at the end of this document.
- Notes (endnotes) should be numbered consecutively throughout the text. The notes must appear on a separate page at the end of the text, before the references. The endnotes are for providing supplementary information, not for citing references, unless they are part of the supplementary material.
- Each table must be numbered consecutively and cited in the text.
- Each figure must be numbered consecutively and cited in the text.

### References

Please ensure accuracy, completeness and consistency of all references. All manuscripts must follow American Psychological Association (APA) style guidelines. In general:

- Every in – text citation, endnote, and where appropriate, caption, must have a corresponding entry in the "References" at the end of the paper. When quoting directly from a work, include the appropriate page number.
- Every entry in the "References," endnotes, or captions must have a corresponding citation in the text.
- Double-space all references. Carefully check the spelling of author's names and the year of publication. Make sure that each reference contains all of the necessary information.

[Paper Formatting Example](#)

## CELA Conference Tracks

There are a total of thirteen conference tracks for CELA 2017, including twelve standard CELA tracks and one special conference theme track—*Bridging*. These tracks are subject to additions or modifications, depending upon deliberations of the conference planning committee.

### The special conference theme track is:

- ***Bridging Special Conference Theme Publication Track***

We invite authors to submit research, scholarship and creative activity that *highlight the conference theme of “Bridging” which emphasizes the exchange of ideas within landscape architecture, across disciplines and cultures, and the sharing of knowledge and experience.* This is an opportunity for authors to be included in a special peer-reviewed conference theme publication, available at the time of the conference. All authors submitting to this track are expected to submit papers for review.

### The twelve (12) standard CELA tracks are:

#### **(1) Communication and Visualization**

Communication and Visualization Track accepts papers, panels or posters that propose or explore new approaches or innovative advancements in the teaching or application of design communication methods.

#### **(2) Design Education and Pedagogy**

Design Education and Pedagogy Track accepts papers, panels or posters that illuminate and help improve understanding of the purposes of design education and the uses of curriculum and pedagogy as strategies for serving these purposes. Papers should refer to and build on literature on education, teaching, learning and design. Reflective accounts or evaluations of educational practice, critiques of contemporary educational practices and proposals for more focused and influential educational practices are welcome.

#### **(3) Design Implementation (LA CES track)**

Design Implementation Track (LA CES track) accepts papers, panels or posters that discuss innovative construction technologies and materials, development of new standards and best management practices. Topics such as stormwater management, low impact development techniques, stream restoration, wetlands, etc., are welcome.

#### **(4) History, Theory and Culture**

History, Theory and Culture Track accepts papers, panels or posters that discuss land use, planning and design from prehistory to the present. Papers are typically presented as a

theoretical discourse in areas such as urban theory, social and cultural theory, environmental philosophy, environmental ethics and historical narrative.

**(5) Landscape Performance (LA CES track)**

Landscape Performance Track (LA CES track) accepts papers, panels or posters that explore the impact of landscape projects of various types and scales through the observation and measurement of environmental, economic and social benefits. Paper topics might include case studies, methods of observation or measurement, predictive models of benefits, new research on the benefits of landscape, and theoretical frameworks for landscape performance.

**(6) Landscape Planning and Ecology (LA CES track)**

Landscape Planning and Ecology Track (LA CES track) accepts papers, panels or posters that discuss landscape form and function, landscape ecology, natural drainage systems and constructed wetlands, sustainable coastal margins, urban forestry, wildlife habitat conservation, greenways and other topics related to planning and characterizing the environment. Topics related to environmentally friendly development codes are also covered.

**(7) People-Environment Relationships**

People-Environment Relationships Track accepts papers, panels or posters that explore the human experience of place and the human dimensions of design. In this approach, the environment is conceived broadly, encompassing not only the natural and the built environment but also the way that social, cultural, political and economic forces influence the appearance, meanings and uses of space. Topics within this track include psychological responses to the environmental, the behavioral impacts of the environment, attitudes, behavior and socio-cultural factors related to the design of human spaces, and the effect of public policies and regulation on quality of life.

**(8) Research and Methods**

Research and Methods Track accepts papers, panels or posters that discuss quantitative, qualitative and mixed methods for landscape design and planning; case studies, GIS mapping, spatial analysis and design support system; statistical and computational modeling of landscapes; information technologies and design.

**(9) Service-Learning and Community Engagement**

Service-Learning and Community Engagement Track accepts papers, panels or posters that discuss teaching and research-based scholarship resulting from collaborations between university and community partners. This track seeks papers that deepen and promote dialogue and understanding of such things as the theory and practice of interrelating community service and engagement with teaching, learning, evaluation and research, and the pedagogy of service-learning and participatory action research, to name a few.



**(10) Sustainability (LA CES track)**

Sustainability Track (LA CES track) accepts papers, panels or posters that discuss innovative ways to design, build, and/or restore, urban, suburban and rural environments that address ecological, social, ethical, and economic issues associated with sustainability. The track encourages papers that illustrate methods for reducing environmental impacts, regenerating used and degraded landscapes and promoting change as a means to an end.

**(11) Urban Design**

Urban Design Track accepts papers, panels or posters that discuss issues such as the design of pedestrian space and alternative transportation, sustainable urbanism, active living by design and the arrangement of urban space and place.

**(12) Film Track**

The CELA film track accepts film as a research method or creative process for landscape architecture. Films respond to the traditional CELA track themes or Host Theme Track. Authors submitting to this track are expected to present a film at the conference during the evening film screening. Authors have the option of submitting a paper for review.

## CELA Conference Abstract and Paper (*Landscape Research Record*) Peer-Review Process

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### **About *Landscape Research Record*:**

*Landscape Research Record* (LRR) is published annually and consist of papers focused on landscape architecture subject areas. Each issue is a collection of papers presented at the Council of Educators in Landscape Architecture (CELA) annual conference of that year. Conference theme is expressed as the subtitle of *Landscape Research Record*. The views expressed in papers published in *Landscape Research Record* are those of the authors and do not necessarily reflect the views of the conference planning committee, or the Council of Educators in Landscape Architecture.

### **Peer Review of Abstracts:**

Each abstract is reviewed by at least two reviewers in a double-blind peer review. Abstracts are expected to be revised after peer-reviews to ensure the presentations are of high academic quality. If accepted, authors will receive an invitation to submit a full paper when they are notified of the abstract decision. At this time, papers submitted are not peer reviewed, only edited to satisfy the conference standard. Authors of accepted abstracts can choose to present in the CELA Annual Conference without submitting a full paper.

Typical timeline of the peer review is as follows:

- Abstract submittal: September
- Abstract peer review: September-October
- Paper submittal: January
- The CELA Annual Conference: March-April
- Paper peer review: May-June
- Paper review result and revision: July
- Final manuscript submittal: August
- All papers published by December 31<sup>st</sup>
- The Outstanding Paper Award: December-March (following year)

### **Peer Review of Papers:**

All papers published in *Landscape Research Record* have been reviewed and accepted for publication through the Council of Educators in Landscape Architecture's peer review process established according to the procedures approved by the Board of the Council of Educators in Landscape Architecture. Reviewers are recruited by track chairs from among conference attendees and other outside experts. The track chairs also serve as co-editors in the peer review process. The Council of Educators in Landscape Architecture requires a minimum of two reviews; a decision is based on

reviewer comments and resultant author revision. Reviewers' names are acknowledged in the REVIEWERS section of *Landscape Research Record*.

All CELA Standard Tracks are considered for *Landscape Research Record*. The CELA Standard Tracks (12) are: Communication and Visualization, Design Education and Pedagogy, Design Implementation (LA CES track), History, Theory and Culture, Landscape Performance (LA CES track), Landscape Planning and Ecology (LA CES track), People-Environment Relationships, Research and Methods, Service-Learning and Community Engagement, Sustainability (LA CES track), Urban Design, and Film Track (added 2015).

**Previous Issues:**

*Landscape Research Record* is a post-conference publication and published online only. Previous issues of *Landscape Research Record* can be accessed from the following links.

- *Landscape Research Record 01* (CELA 2013 conference papers)  
[https://www.thecela.org/pdfs/2013\\_Landscape\\_Research\\_Record\\_No.1.pdf](https://www.thecela.org/pdfs/2013_Landscape_Research_Record_No.1.pdf)
- *Landscape Research Record 02* (CELA 2014 conference papers)  
<https://www.thecela.org/pdfs/lrr%20no%202.pdf>
- *Landscape Research Record 04* (CELA 2015 conference papers)  
<https://www.thecela.org/pdfs/Landscape%20Research%20Record%204--2015.pdf>