**Session Title:** *(title should clearly reflect the theme of the session)*

**Organizer:**

Name of institution:

Session Chair:

Designation and affiliation:

Email address:

**Description:** *(not more than 1,000 words)*

The brief description of the proposed session should include:

1. Motivation and relation to the conference theme
2. Objectives of the session
3. Proposed presentation format

(*Note: time allotment for organized session is only one (1) hour)*

1. The proposed format/flow of presentation bearing in mind that session that use innovative formats are especially welcome

**List of Session Speakers and Titles of Presentations:**

|  |  |  |
| --- | --- | --- |
| No. | Name of Presenter | Title of Presentation |
| 1 |  |  |
| 2 |  |  |
| 3 |  |  |
| … |  |  |

**Important Note:** Proposals for organized parallel session should include the individual abstract of each paper that will be presented under the session. Please use the abstract template and guidelines provided below.

**Title of Paper**

*Authors* *(indicate full name(s))*

Corresponding Author/ Paper Presenter:
Designation and Affiliation:

Email Address:

**ABSTRACT**

 Abstract must have a minimum of 150 words but not to exceed 250 words. It should be submitted in MS Word (.doc/ .docx) with the paper presenter’s Last Name, First Name and Affiliation acronym as the filename (e.g., QuilloyKaren-UPLB.docx; CruzLiezel-CDA.docx). The following format for the body should be strictly followed: font style Times New Roman, font size 12pt, single-spaced, 1-inch margin on all sides, paper size 8.5 x 11 inches (US letter size), first sentence of each paragraph indented, and no space between paragraphs.

 At the very least, the abstract must contain the objective(s), general methodology used, expected outputs or key findings, and conclusion and recommendations of the study. Please write your abstract in 1 to 3 paragraphs only.

 Abstract must be submitted not later than 31 July 2018 to icoop@up.edu.ph in order to be considered for review by ICOOP2018 Scientific Paper Committee. The result of the review process and notices of acceptance will be sent out on 15 August 2018.

**Key words:** (indicate 2 to *4 key words*)