



Water is Life

## **Information Pack 2**

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# 1. Conference Program

## Water is Life July 24-28, 2018

|       | July 23   | July 24  | July 25   | July 26                                     | July 27  | July 28                     | July 29  |  |  |
|-------|---|--|---|---|--|-----------------------------|--|--|--|
| Venue |   | Shibuya  | Shibuya   | Makuhari                                    | Makuhari   | Makuhari                    |  |  |  |
| 8:00  | Arrival of Overseas Delegations, pick up at Haneda or Narita. |  |   |   |  |                             | Departure of Overseas Delegations, transportation to Haneda or Narita. |  |  |
| 8:30  |   |  |   |   |  |                             |  |  |  |
| 9:00  |   | Opening Ceremony<br>Keynote1<br>Panel Discussion<br>Briefing | Keynote 2   | Keynote 3                                   | Workshops  | Group Session 2             |  |  |  |
| 9:30  |   |  |   |   |  |                             |  |  |  |
| 10:00 |   |  | Communities,<br>Education,<br>Stewardship &<br>Policy | Engineering &<br>Technology<br>Biodiversity |  | General Meeting             |  |  |  |
| 10:30 |   |  |   |   |  |                             |  |  |  |
| 11:00 |   |  |   |   |  |                             |  |  |  |
| 11:30 |   |  |   |   |  |                             |  |  |  |
| 12:00 |   | Lunch  | Lunch   | Lunch                                       | Lunch  | Lunch                       |  |  |  |
| 12:30 |   |  |   |   |  |                             |  |  |  |
| 13:00 |   | Tokyo<br>Orienteering  | Site Visits in Odaiba<br>area                         | Preparation for<br>PP                       | Group Session 1                                  | Closing Ceremony            |  |  |  |
| 13:30 |   |  |   |   |  |                             |  |  |  |
| 14:00 |   |  |   | Poster<br>Presentation                      | Hands on<br>Experience of<br>Japanese<br>Culture | Prep. for Intl<br>Afternoon |  |  |  |
| 14:30 |   |  |   |   |  | Intl. Afternoon             |  |  |  |
| 15:00 |   |  |   |   |  |                             |  |  |  |
| 15:30 |   |  |   |   |  |                             |  |  |  |
| 16:00 |   |  |   |   |  |                             |  |  |  |
| 16:30 |   |  |   | Voting                                      |  |                             |  |  |  |
| 17:00 | End of Activities   | End of Activities  | End of Activities                                     | End of Activities                           | Photo Session                                    |                             |  |  |  |
| 17:30 |   |  |   |   | End of Activities                                |                             |  |  |  |

## 2. Pre-registered Schools

|   |                 |
|---|-----------------|
| John Monash Science School                            | Australia       |
| Sir Karl Popper Schule Wiedner Gymnasium              | Austria         |
| Centro Federal de EducacaoTecnológica de Minas Gerais | Brazil          |
| Oak Bay Senior High School                            | Canada          |
| Capital Normal University High School                 | China           |
| Beijing National Day School                           | China           |
| Collegio Claustro Moderno                             | Colombia        |
| Eisbjerghus International School                      | Denmark         |
| Vordingborg Gymnasium                                 | Denmark         |
| Lycee St Joseph                                       | France          |
| Dillmann Gymnasium                                    | Germany         |
| Center for Young Scientists                           | Indonesia       |
| Makuhari Senior High School                           | Japan           |
| Shibuya Senior High School                            | Japan           |
| St.Odulphuslyceum                                     | The Netherlands |
| Maurick College                                       | The Netherlands |
| d'Oultremontcollege                                   | The Netherlands |
| Kopernik Lyceum                                       | Poland          |
| Raffles Institution                                   | Singapore       |
| River Valley High School                              | Singapore       |
| St Andrews College                                    | South Africa    |
| Collegi Mare de Deu del Carmen                        | Spain           |
| Jesuites Educacio                                     | Spain           |
| Mahidol Wittayanusorn School                          | Thailand        |
| Saint Stephen's Episcopal School                      | USA             |
| Arundel School  | Zimbabwe        |

In addition to these schools, we are inviting several schools in the metropolitan Tokyo area, which have been designated by the Ministry of Education, Culture, Sports, Science and Technology as SGH (Super Global High Schools).

### 3. Timeline

|                             |  |
|-----------------------------|--|
| April 28, 2017              | Delivery of Information Pack (1)   |
| May 1- June 15, 2017        | Pre-registration   |
| Sept 1, 2017                | Delivery of Information Pack (2)   |
| Sept. 15 - October 31, 2017 | Full registration  |
| Dec. 31, 2017               | Deadline for abstracts   |
| Jan. 15, 2018               | Notification of the assignment of host schools   |
| Feb.1, 2018                 | Publication of abstracts on the Website  |
| Feb.15, 2018                | Delivery of Information Pack (3)   |
| March 1, 2018               | Deadline for the research report<br>Flight details (+ other plans in Japan)<br>Payment due |
| May 1, 2018                 | Delivery of Information Pack (4)   |
| May 15, 2018                | Notification of the assignment of host families  |
| July 23, 2018               | Arrival of participants from abroad  |
| July 24-28 , 2018           | Water is Life 2018   |
| July 29, 2018               | Departure of participants from abroad  |

### 4. Full Registration Procedure

Full registration via our website starts on September 15, 2017, and ends on October 31, 2017. The registration procedure is per team. We would like you to provide us with the particulars of the team, each student and accompanying teacher(s). The number of teams, students and teachers should not exceed the number you registered at pre-registration.

## 5. Frequently Asked Questions

### 1. **What does the conference registration fee cover?**

The conference registration fee will cover meals, transportation, and excursions within the framework of the conference program as well as airport transportation to and from Narita or Haneda Airport.

All participants from abroad are expected to make their own flight reservations and pay for them.

Participants are encouraged to purchase travel insurance and to bring some spare cash for additional food or shopping.

### 2. **What are the accommodation arrangements for student participants?**

Students will stay in families of Shibuya or Makuhari SHS and commute to the venue with their host students mostly by public transportation. It may take 30 to 90 minutes one way, depending on where the host family lives.

The host family will provide accommodation and meals. Most of the host families have excellent Internet facilities. In the case of students with special needs/diet, the host family will be informed and will be asked to anticipate that.

### 3. **When does the homestay start and when does it end?**

Homestay accommodations include 6 nights from the evening of July 23rd (Mon) to July 28th (Sat). Check-out is on July 29th (Sun) by noon. Each host family will pick up the student and bring him/her back to Haneda or Narita Airport depending on his/her flight.

### 4. **What about the accommodations for accompanying teachers?**

Teachers have the following two options. They are expected to pay for meals not included in the program.

#### ① Teacher's Accommodation Package.

We are planning to offer a special accommodation package for accompanying teachers. From July 23 (Mon) to the morning of July 25(Wed), teachers will be staying in a hotel near Shibuya Senior High School, and from the evening of July 25(Wed) to July 28(Sat) or July 29(Sun) in a hotel near Makuhari Senior High School, both within walking distance from the venue.

There will be a pick-up at the hotel lobby in the morning on certain days, but no drop-off after the program.

In early November, we will send you the details of the accommodation package to the schools that have shown interest in this package and the schools that have selected 'Undecided' in the full registration form.

## ② On their own

Teachers can make their own reservations – for two nights from July 23 (Mon) to July 25(Wed) in a hotel in Shibuya, and for four or five nights from July 25(Wed) to July 28(Sat) or July 29(Sun) in Makuhari. Make sure that the hotel is located within walking distance of one of the two schools, because they must come to the venue on their own.

The nearest train station is JR Shibuya Station for Shibuya SHS and JR Kaihin Makuhari Station for Makuhari SHS. (For your information, JR stands for Japan Railroad.)

If they choose to make their own hotel arrangements, we cannot offer a pick-up service. Furthermore, if they choose another hotel, they must take into consideration the commuting time and the congestion that they are likely to encounter during transit between the hotel and the venue.

Because the Conference is held at the beginning of the summer vacation, when the hotels in both areas fill up very fast, teachers will want to make their reservation as soon as possible.

## 5. How far is Makuhari from Shibuya?

It takes about an hour by train. Shibuya SHS is located within a 10-minute walk from JR Shibuya Station, and Makuhari SHS within a 15-minute-walk from JR Kaihin Makuhari Station.

## 6. When will participants be informed of which school will host us?

We will send you the information **on January 15.**

## 7. The conference is from July 24th (Tue) to 28<sup>th</sup> (Sat). When and where should participants arrive and leave?

Participants should arrive **either in Haneda Airport or in Narita Airport** on July 23rd (Mon) **by 6:00 pm at the latest** so that participants can have enough rest and get ready for the Conference.

As for departure, we recommend that participants leave on July 29, Sunday. However, you could leave on the evening of July 28 after all the programs are over at 5:30 pm, depending on the availability of your flight. The student's host family will bring him/her back to Haneda/Narita Airport.

**8. Participants are planning to do some sightseeing before/after the conference. Where should they meet the host family?**

They will need to arrange Their own accommodation and transportation, if they decide to come earlier or depart later than the recommended dates, and the pick-up/drop-off will still be either at the Haneda or Narita Airport.

**9. When are participants supposed to hand in their flight arrangements?**

The travel arrangements should be made **by March 1**. Participants will receive the Information Pack (3) **on February 15**, in which they will find the designated form to be returned to us by March 1.

**10. What is the dress code for conference participants?**

Student participants will be required to wear their own formal school uniform on the first day of the conference to attend the opening ceremony, and on the last day during the closing ceremony. If the school does not have any school uniforms, student participants must wear an attire appropriate for these ceremonies.

A conference T-shirt will be given to all the participants and they will be required to wear it on the excursions days (Wednesday and Thursday). As for the rest of the days of the conference, student participants may wear casual clothes. Female participants may also choose to wear skirts of decent length.

A list of suggested items to bring will be sent to you later, including advice on clothing to prepare in Information Pack (4), which you will receive on May 1.

**11. How will the participants be grouped during the conference?**

To facilitate a meaningful cultural exchange during the conference, participants will be divided into groups in such a way that each participant in one group will come from a different school and from a different country.

**12. What is 'International Afternoon' ?**

"International Afternoon" is a valuable and enjoyable occasion to celebrate the cultural diversity and to enrich the cultural experience of the conference. There will be cultural sharing of foods and performances such as songs and dances presented by the participants themselves. We hope schools can uphold this tradition and show some items related to their own culture. Be proud of your country and show the rest of the teams what you are proud of!

**13. Do all the programs take place in Tokyo?**

Yes, all the programs take place in the metropolitan Tokyo area. We will give the participants more information about the excursion, site visits, excursion, and workshops in Information Pack (3), but please don't expect sightseeing spots (such as Tokyo Disneyland, Mt.Fuji or Kyoto) to be included in the program.

**14. Is there a program for the accompanying teachers?**

There will be one or two teachers' programs specifically planned for the accompanying teachers during the Conference. However, we would expect the accompanying teachers to join all the other programs with their students.

**15. Do we need to have a visa issued?**

You can find a list of non-visa countries for visitors to Japan at the following website:  
[http://www.mofa.go.jp/j\\_info/visit/visa/short/novisa.html](http://www.mofa.go.jp/j_info/visit/visa/short/novisa.html).

Teachers must make sure they submit all official papers they and their students need to enter Japan. Failure to do so will result in denial of flying to Japan. In case you or your students need a visa to enter Japan, please start applying as soon as possible. If you need a letter of invitation or information about lodging address, please let me know well in advance. The last-minute request will not be entertained.

**16. Can participants change the content of the full registration after November 1?**

If they need to, send us the full registration again. Please make it clear that it is an "updated" full registration, NOT a "new" one.

**17. Do participating schools have to send one teacher for each team?**

No, they don't have to. Suppose they are sending two teams, they can send only one teacher if s/he agrees to oversee both teams.

**18. How long should the abstract be?**

Participating teams can write up to 200 words. If the abstract is longer than that, we will have to return it to the team and ask them to shorten it. No pictures, please.

## 19. Tell us about the size of the Conference T-shirts.

| Size | Height (cm) | Length /Width (cm) |
|------|-------------|--------------------|
| 150  | ~ 150       | 59 / 42            |
| SS   | 150 ~ 165   | 62 / 44            |
| S    | 155 ~ 165   | 65 / 47            |
| M    | 165 ~ 175   | 68 / 50            |
| L    | 170 ~ 180   | 71 / 53            |
| LL   | 180 ~       | 74 / 56            |
| 3L   | 180 ~       | 77 / 60            |
| 4L   | 190 ~       | 80 / 64            |
| 5L   | 190 ~       | 82 / 68            |

## 6. Financial Information

The registration fee for the Conference is US\$250 for each student participant. One accompanying teacher can participate free of charge, but if you are sending more than one teacher, he or she is expected to pay the US\$250 for participation.

Deadline for payment of registration fee is **March 1, 2018**.

The amount must be transferred in US dollars and all bank charges should be done by each school. Be sure to indicate the name of your school, the number of team members and that you are making your payment for the international water conference Water is Life 2018.

Please make your payment via international bank wire to:

**Account name:** SHIBUYA KYOUIKU GAKUEN

**Account address:** 1-21-18 SHIBUYA SHIBUYA-KU TOKYO JAPAN

**Account number:** 133-0966427

**(Please note that the account number consists of numbers only)**

**Bank name:** THE BANK OF TOKYO-MITSUBISHI UFJ. LTD.

**Branch name:** OMOTESANDO BRANCH

**Bank address:** 3-6-1 KITAAOYAMA MINATO-KU TOKYO JAPAN

**SWIFT / BIC CODE:** BOTKJPJT or BOTKJPJTXXX

## Appendix I Project Information.

### «Conference themes & research project codes»

- **(ET)** Engineering and Technology  
Water quality, treatment, monitoring, waste water management.
- **(BD)** Biodiversity  
Bio-remediation, ecosystems, biodiversity
- **(WC)** Communities  
Service learning, community involvement projects, water & recreation, integrated urban-water designs
- **(WE)** Education  
Corporate social responsibility, awareness & advocacy
- **(WP)** Stewardship & Policy  
Leadership, national strategies, historical and geopolitics of water, economical perspectives and water conflicts

### «Abstract»

Projects & research results are presented through 200-word abstracts. Abstracts will be categorized by way of project codes. We will include a list of categorized abstracts in Information Pack 3. Research teams are encouraged to integrate ET/BD projects with aspects from WC, WE and WP.

### «Reports»

Each team will write a report based on the Scientific Report Template. See Appendix II. Final date of delivery is March 1, 2018. Send your final report to: [hosono@shibumaku.jp](mailto:hosono@shibumaku.jp)

### «Poster Presentation»

Each team will create a “poster” of their research results, which will be presented on July 26 during the “Poster Presentation”. The standard poster format description is also part of Information Pack 3.

### «Oral Presentation»

Teams selected by judges will present their research results in a 15-minute oral presentation in parallel sessions before a judging panel on July 25 or July 26. The selection of these teams will be announced in Information Pack 4. The INTEL ISEF standard will be used as a framework for projects, workshops, judging criteria etc.

### «Group Session»

Teams not selected for the oral presentation will present their research results in the group session (1) on July 27,

### «Judging»

There will be an official prize awarding ceremony on July 28, 2018. Research papers and oral presentations will be judged by a team of experts including educational, industry and outside representatives.

In addition to expert input, students will also be invited to vote for the best poster presentations.

## **Judging Criteria in Research Papers & Presentations**

### **Category: Science and Technology**

Project codes: 'ET' and 'BD'

« Judging Criteria »

#### **1. Scientific Thought**

- Clarity of aims and hypothesis,
- Scientific validity of experimental design,
- Appropriateness of experimental design for investigating the hypothesis or aim(s),
- Logical conclusions drawn from results,
- Synthesis of ideas from extensive review of scientific literature and the results obtained.

#### **2. Thoroughness**

- Usage / awareness of multiple approaches in solving the research question,
- Repeatability of experiment,
- Awareness of limitations and future directions.

#### **3. Skills**

- Degree of understanding of the principles behind the methods used,
- Ability to troubleshoot and competency in experimental procedures,
- Extent of personal involvement and contribution from student.

#### **4. Creative Ability**

- Novelty of research topic,
- Originality of experimental design, approach and analysis or interpretation of data.

#### **5. Presentation of information (Clarity, Delivery and Poise)**

- Ability to highlight important points,
- Ability to present data in appropriate format,
- Proper citation and acknowledgement of references,
- Smoothness of presentation, confidence and clarity of presenter and level of engagement with audience,
- Rigor and depth of replies to questions.

## **Category: Communities and Leadership**

Project codes: 'WC', 'WE' and 'WP'

《 Judging Criteria 》

### 1. Significance and Originality of Research Problem/ Issue

- Significance of research,
- Novelty of research and amount of contribution to existing knowledge base,
- Clarity of objectives.

### 2. Background Research

- Credibility and sufficiency of background research,
- Extent of evidence provided to support ideas,
- Competency in harnessing resources for information.

### 3. Methods

- Appropriateness of methodology for investigating the issue/ problem,
- Competency in applying methods.

### 4. Data Processing, Analysis and Evaluation

- Ability to analyse and draw valid inferences from information or data,
- Critical assessment of methodology and results or product for flaws and limitations.

### 5. Presentation of information (Clarity, Delivery and Poise)

- Ability to highlight important points,
- Structured organization of data or information in a proper presentation using tables, graphs or figures,
- Comprehensiveness of project in reflecting the scope of the research problem or issue,
- Proper citation and acknowledgement of references,
- Smoothness of presentation, confidence and clarity of presenter and level of engagement with audience,
- Rigor and depth of replies to questions.

## Appendix II Research Paper Layout

(Please refer to the following four pages for details.)

# **The Project Title**

Team name

School name

Country

Full names of the team members

E-mail of the accompanying teacher

Before you start writing your paper, first read the following instructions regarding manuscript preparations in order to have a uniform layout throughout the proceedings.

Your manuscript file should be in PDF format,

## **1. Basic formatting instructions**

### **1.1 Page layout**

The page size must be standard **A4** (210 mm wide and 297 mm high). MS Word users should choose the correct printer setting by clicking on printer options, paper size. Then, under MS Word, click on file, page layout, and size. Units should be set in centimeters (one inch equals 2.54 cm). To do so under MS Word, click on "Tools", then "Options", then "General.

#### **Do not insert page numbers!**

All four margins (left, right, top and bottom) must be set to 1.5 cm. To do so under MS Word, click on file, page layout, margins.

The text should be written in two columns, 1 cm apart from each other, and 8.5 cm wide. Exceptions may occur when writing long equations or inserting wide graphs or pictures.

The whole text should be typed using the Times New Roman font, with a size as specified in Table 1.

### **1.2 Paragraph formatting**

The body of the paper (style **Normal** in MS Word) should be left-aligned and not indented. 10 pt font should be used. A vertical spacing of 4 pt should be inserted between paragraphs.

### **1.3 Sections, subsections**

Both levels of sections (**Heading 1-2** styles in MS Word) should be left-aligned. The vertical spacing before and after section marks is given in Table 1.

### **1.4 Tables**

Tables should be centered in the column (or page, if the size of the table makes it necessary), followed by a 9 pt font caption placed **above** the table. They should be separated from the text by a 12 pt spacing.

Table 1: Paragraph formats

| Paragraph style      | Font size        | Spacing |       |           |
|----------------------|------------------|---------|-------|-----------|
|                      |                  | above   | below | align     |
| Title                | 14 pt            | 0 pt    | 12 pt | center    |
| Authors              | 12 pt            | 0 pt    | 0 pt  | center    |
| Address              | 10 pt,<br>Italic | 4 pt    | 0 pt  | center    |
| Heading 1            | 14 pt            | 21 pt   | 12 pt | left      |
| Heading 2            | 13 pt            | 12 pt   | 12 pt | left      |
| Normal               | 10 pt            | 4 pt    | 0 pt  | justified |
| Reference<br>Heading | 14 pt            | 21 pt   | 12 pt | left      |

## 1.5 Figures

Figures should be centered in the column using a 9 pt font. (or page, if the size of the figure makes it necessary), followed by a caption, as shown in Fig.1. They should be placed **below** the figure.



Figure 1: Your figure here.

## 1.6 Equations

Equations should be centered and identified by a number, as following:

$$\lim_{x \rightarrow a} \frac{1}{(x-a)^2} = +\infty \quad (1)$$

Refer to equation number 1 as Eq.(1).

Please use the International System of Units.

## 1.7 Quotes

Quotes in the text should be given by numbers enclosed in bracket [1], in the order that appears in the text. Multiple quotes should be written together, separated by commas [1, 2] or [1-5] for quotes that contain more than 3 references.

[1] Doyle, Arthur Conan (1893). The Original illustrated 'Strand' Sherlock Holmes (1989 ed.). Ware, England: Wordsworth. pp. 354–355

[2] Rowling, J.K. (1997). Harry Potter and the Philosopher's Stone. Bloomsbury. pp. 109–113

## 2. Content of the Research Paper

### 2.1 Abstract

The abstract should be inserted at the beginning of the research paper. (maximum: 200 words).

### 2.2 Keywords

Choose maximum of 5 key words.

### 2.3 The purpose of the research

### 2.4 Method of the research (in comparison with known methods)

Please clearly explain your own contribution to the research

### 2.5 Results of the experiment/ research

### 2.6 Conclusion

It will be good to conclude with some recommendations of future works that can be done.

### 2.7 Acknowledgements

### 2.8 References

The reference section should not be numbered (Please use the style **Reference heading**).