**各位学会专业委员会主任委员、理事：**

**您好！**

**FAOPS 2019大会将于2019年3月28-31日在日本神户召开。根据FAOPS 2019大会通知，学会目前正在征集大会专题报告。专题报告征集的截止时间调整为2018年4月26日早8:00，专题报告申请表格请发送至 zgslxh@126.com**

**专题报告的要求如下：**

**（1）每个专题报告的报告人应包含2名中国生理学会会员，以及2-3名外籍专家（最好为亚太地区专家，欧美地区专家亦可）。**

**（2）FAOPS专题报告的专家差旅费由专家自行承担，日本方面将对申请通过的专题报告提供100,000 JPY的补助（详情请查看征集页面的5. Travel Support.）。**

**专题报告的征集分为2个类别，不同类别专题报告所填表格不同：**

**(1) general track（填写表格1B、2B）**

**(2) early-middle carrier investigator track（填写表格1C、2C）**

**专题报告的具体征集规则请见附件FAOPS 2019: Calls for Symposia或**

**点击进入大会专题报告征集页面**[**http://www.nips.ac.jp/faops2019/CallSymposia.html**](http://www.nips.ac.jp/faops2019/CallSymposia.html) **查看**

**Calls for Symposia**

* **The organizing committee of FAOPS2019 calls for symposia in the following two categories**

**(1) general track**

**(2) early-middle carrier investigator track**

The main chair (the organizer) must belong to FAOPS member or associate member society\*. The strict deadline of submission is the end of April 2018. The most important criteria for selection of symposia by the organizing committee is the quality of the symposium and the speakers. We also think much of internationality and balance of gender. We do not accept a proposal which too much resembles any of the pre-planned symposia by the organizing committee \*\*. The result of selection will be notified no later than August 2018.

\* see the following website for FAOPS members and associate members.

 http://www.faops.org.my/

\*\* see the following website for detailed information of the pre-planned symposia by the organizing committee.

 http://www.nips.ac.jp/faops2019/lectures.html

**(1) general track**

* We call for symposia from any researcher who belongs to FAOPS member or associate member society. We plan to take about 20 symposiums.
* **Detailed information**

1. Organizers: it consists of one main chair and one co-chair

* One main chair; The main chair needs to belong to society of physiology which is the member of FAOPS. He/she is supposed to be responsible for corresponding with the speaker candidates and the organizing committee of FAOPS2019 in proposing the symposium.
* One co-chair; The co-chair is supposed to collaborate intimately with the main chair in correspondence and chairing the session.

2. Time of session:

* Most of sessions are 120 mins, but some sessions of 90 mins will be available. Within the symposium, each speaker will have equal time.

3. Speakers:

* Speakers can be maximum five (more than three speakers) for 120 min case and maximum four for 90 min case. It is highly recommended that speakers from multiple countries (in particular, countries of FAOPS members or associate members\*) are included. It is also important to pay attention to the diversity in gender in selecting speakers. One researcher can present only once either in all types of sessions, including special lectures, symposia, regular oral /poster presentations except for company-organizing sessions (lunchon seminar and company-organizing symposiums). Speaker already listed in pre-planned symposiums (see website\*\*) should be excluded from the list.

4. Topics

* Please propose symposium or workshop under the topic of physiological sciences which you think is commonly important in multiple Asian-Oceania countries. Proposals of immature but emerging fields which will hint future directions of physiology are very welcome.

5. Travel support:

* We will announce travel grant for foreign speakers around 2018 March. Oversea travel expense for coming to Japan will partially be supported if applicant is awarded.

Important Note (March 20, 2018)：

We decided our travel support policy as follows. We will provide all accepted symposia of both tracks (general and early-middle career investigator) with a financial support of 100,000 JPY/symposium. This support can be freely divided among the speaker(s) and the chair(s). Accordingly, the chairs and speakers of accepted symposia are not allowed to apply to the Young Scientist Travel Awards, which we set only for participants with a regular abstract.

6. How to submit proposal and submission deadline (strict):

* Please submit filled forms (described in the section below) by April 30, 2018 to the email address;

pro-faops2019@convention.co.jp

You will have acknowledge email if it is received.

7. Selection

* Organizing committee will select less than 20 symposiums. The main chair will be directly notified about decision by email no later than August 2018.

8. The forms to submit:

* Form 1B: Summary

- Title of symposium (less than 130 characters)

- Category (120 mins or 90 mins)

- Information of chair and co-chair

- List of speakers and their (tentative) talk titles

- The synopsis of symposium (within 300 words)

This would include statement of aim and significance of the symposium and, possibly, reason(s) for the listed speakers.

Download [Form 1B file]

* Form 2B: Bio-sketch of main chair, co-chair, speakers

- Name, nationality, academic title, affiliation, contacting office address,

- History of educational carrier (after undergraduate)

- History of profession carrier

- Academic societies

- List of main publications by peer review within recent 5 years

Download [Form 2B file]

**(2) early-middle carrier investigator track**

* We call for symposia organized by an early-middle carrier investigator who belongs to FAOPS member or associate member society\*. **The main chair has to be early-middle carrier investigator who acquired PhD degree after January 1st 2000.** Speakers list should include either the main chair himself/herself or a young investigator or student in the same laboratory. We plan to take about 10 to 15 symposia through this track. The result of selection will be notified no later than August 2018.
* **Detailed information**

1. Organizers: it consists of one main chair and one co-chair

* One main chair; The main chair needs to belong to society of physiology which is the member of FAOPS. He/she is supposed to be responsible for corresponding with the speaker candidates and the organizing committee of FAOPS2019 in proposing the symposium. **The main chair has to be an early-middle carrier investigator who acquired PhD degree after January 1st 2000.**
* One co-chair; The co-chair is supposed to collaborate intimately with the main chair in correspondence and chairing the session.

2. Time of session:

* Most of sessions are 120 mins, but some sessions of 90 mins will be available. Within the symposium, each speaker will have equal time.

3. Speakers:

* Speakers should include either the main chair himself/herself or a young investigator or student in the same laboratory. Speakers can be maximum five (more than three speakers) for 120 min case and maximum four for 90 min case. It is recommended that speakers from multiple countries (in particular, countries of FAOPS members or associate members\*) are included. It is also recommended to pay attentions to the diversity in gender in selecting speakers. One researcher can present only once either in all types of sessions, including special lectures, symposia, regular oral talk/poster presentations except for company-organizing sessions (luncheon seminar and company-organizing symposia). Speaker already listed in the pre-planned symposia should be excluded from the list.

4. Topics

* Proposals of immature but emerging fields which will hint future directions of physiology are very welcome. We do not accept a proposal which too much resembles any of the pre-planned symposia by the organizing committee\*\*.

5. Travel support:

* We will announce travel grant for foreign speakers around 2018 March. Oversea travel expense for coming to Japan will partially be supported if applicant is awarded.

Important Note (March 20, 2018)：

We decided our travel support policy as follows. We will provide all accepted symposia of both tracks (general and early-middle career investigator) with a financial support of 100,000 JPY/symposium. This support can be freely divided among the speaker(s) and the chair(s). Accordingly, the chairs and speakers of accepted symposia are not allowed to apply to the Young Scientist Travel Awards, which we set only for participants with a regular abstract.

6. How to submit proposal and submission deadline (strict):

* Please submit filled forms (described in the section below) by April 30, 2018 to the email address;

pro-faops2019@convention.co.jp

7. Selection:

* Organizing committee will select less than 15 symposia. The main chair will be directly notified about decision by email no later than August 2018.

8. How to fill in the form:

* Form 1C: Summary

- Title of symposium (less than 130 characters)

- Category (120 mins or 90 mins)

- Information of chair and co-chair

- List of speakers and their (tentative) talk titles

- The synopsis of symposium (within 300 words)

This would include statement of aim and significance of the symposium and, possibly, reason(s) for the listed speakers.

Download [Form 1C file]

* Form 2C: Bio-sketch of main chair, co-chair, speakers

- Name, nationality, academic title, year of acquiring PhD degree, country of PhD degree, affiliation, contacting office address,

- academic societies

- List of main publications by peer review within recent 5 years

Download [Form 2C file]