

43rd Annual Meeting of the International Group for the Psychology of Mathematics Education (PME 43)

7-12 July, 2019
Pretoria, South Africa

www.pme43.up.ac.za

First Announcement

Improving access to the power of mathematics



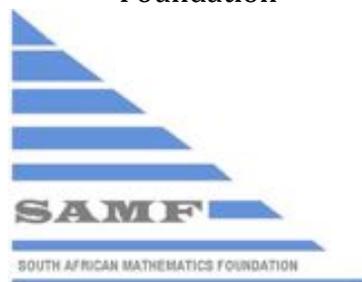
University of Pretoria



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South African Mathematics
Foundation



African Mathematical
Union



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1. Welcome

The Local Organising Committee of the 43rd Annual Meeting of the International Group for the Psychology of Mathematics Education is pleased to invite you to attend the conference to be held in Pretoria, South Africa, from 7 – 12 July 2019.

The theme of the conference is “*Improving access to the power of mathematics*”. Since this is only the second time the conference will be hosted on the African continent, we would like to give the conference a strong African focus – focussing on *access*, which is very relevant in South Africa as well as in the rest of Africa. However, we would also like to focus on the *power* of mathematics, thereby giving the conference a strong mathematics flavour. Hence our theme.

Our goal is to make the 2019 meeting scientifically and socially successful. We hope that your visit and stay in Pretoria and South Africa will be exciting, informative, and inspiring. We look forward to welcoming you to the conference in July, 2019.

1.1 Hosting organisation and conference venue



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The University of Pretoria is a multi-faculty research-intensive university with campuses in Pretoria, its surrounds, and in the country's economic hub, Johannesburg. The university is conveniently situated in close proximity to government departments and major research entities in Pretoria, including the National Research Foundation (NRF) and the Council for Scientific and Industrial Research (CSIR).

As one of South Africa's oldest institutions of higher education, the University of Pretoria provides a refreshing mix of academic tradition and progressive vision. The latter is brought to life by means of world-class research that results in positive, tangible contributions to both local and global communities.



The conference will take place at the Groenkloof (Education) Campus of the University of Pretoria. The Groenkloof Campus of the University of Pretoria hosts the Faculty of Education. All conference activities will take place on this campus. A broad range of conference rooms are available on the campus which are all in short walking distance from each other – as well as from the area where social activities will take place. The campus is about 5 km from the

main (Hatfield) university campus and from most of the hotels.

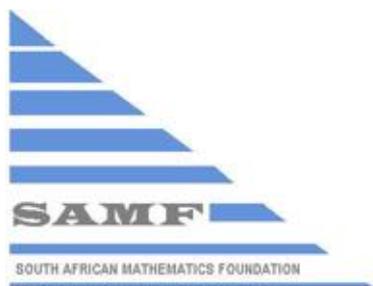


The conference will take place in the ALDOEL building. Three large lecture halls accommodating 400, 350 and 350 are available. Eight smaller venues accommodating between 80 and 200 people each as well as eight seminar rooms with between 50 and 90 seats each are also available in ALDOEL. All lecture venues are equipped with data projectors.



1.2 Presenting organisations

The conference will be presented jointly by South African Mathematics Foundation (SAMF) and the African Mathematical Union (AMU).



The SAMF is an initiative of the two biggest representatives of mathematicians and mathematics educators in South Africa, the South African Mathematical Society (SAMS) and the Association of Mathematics Educators of South Africa (AMESA). The South African Mathematics Foundation was developed out of concerns of mathematicians and mathematics educators to address the shortage of mathematics teachers and the concerns in effective mathematics education. Although an independent agency, we have representation from five different government departments on our board. The four main thrusts of SAMF are *learners, teachers, advocacy and research*.

The SAMF organised the 2014 International Mathematics Olympiad in Cape Town – an event that is on a larger scale as PME – and has good experience in organising such events.



The AMU was founded during the first Pan African Congress of Mathematicians, which took place in Rabat, Morocco in July 1976. Its creation had been prepared during several meetings of African mathematicians that took place in France, Senegal, Canada, Ghana, Morocco and Côte d'Ivoire during the early 1970s.

The AMU defined as its mission to coordinate and to promote the quality of teaching, research and outreach activities in all areas of mathematical sciences throughout Africa. Advancing mathematical research and education includes efforts and contributions towards the economic, social and cultural development of the continent. Moreover, the AMU aims at stimulating active cooperation among African mathematicians and, more broadly, with African scientists and engineers. The AMU is eager to collaborate with other scientific organisations inside and outside Africa pursuing similar goals.

Aware of the importance of science, technology and innovation for the socio-economic development of African nation, the new strategy of AMU consists of the development of mathematics that can impact critical sectors of the economy and the initiation of a fruitful collaboration with industry and business world.

1.3 About South Africa (source Wikipedia)

South Africa, officially the Republic of South Africa (RSA), is the southernmost country in Africa. It is bounded on the south by 2,798 kilometres (1,739 mi) of coastline of Southern Africa stretching along the South Atlantic and Indian Oceans; on the north by the neighbouring countries of Namibia, Botswana, and Zimbabwe; and on the east and northeast by Mozambique and Swaziland; and surrounds the kingdom of Lesotho. South Africa is the largest country in Southern Africa and the 25th-largest country in the world by land area and, with close to 56 million people, is the world's 24th-most populous nation.

South Africa is a multi-ethnic society encompassing a wide variety of cultures, languages, and religions. The population consists of Africans (black), Europeans (white), Asians (Indian), and multiracial (coloured) people. Its pluralistic makeup is reflected in the constitution's recognition of 11 official languages, which is among the highest number of any country in the world. Two of these languages are of European origin: Afrikaans developed from Dutch and serves as the first language of most white and coloured South Africans; English reflects the legacy of British colonialism, and is commonly used in public and commercial life, though it is fourth-ranked as a spoken first language. The country is one of the few in Africa never to have had a coup d'état, and regular elections have been held for almost a century. However, the vast majority of black South Africans were not enfranchised until 1994. During the 20th century, the black majority sought to recover its rights from the dominant white minority, with this struggle playing a large role in the country's recent history and politics. The National Party imposed apartheid in 1948, institutionalising previous racial segregation. After a long and sometimes violent struggle by the African National Congress and other anti-apartheid activists both inside and outside the country, the repeal of discriminatory laws began in 1990.

Since 1994, all ethnic and linguistic groups have held political representation in the country's democracy, which comprises a parliamentary republic and nine provinces. South Africa is often referred to as the "rainbow nation" to describe the country's multicultural diversity, especially in the wake of apartheid. The World Bank classifies South Africa as an upper-middle-income economy. Its economy is the second-largest in Africa, and the 34th-largest in the world. However, poverty and inequality remain widespread, with about a quarter of the population unemployed and living on less than US\$1.25 a day. Nevertheless, South Africa has been identified as a middle power in international affairs, and maintains significant regional influence.

South Africa contains some of the oldest archaeological and human-fossil sites in the world. Archaeologists have recovered extensive fossil remains from a series of caves in Gauteng Province. The area, a UNESCO World Heritage site, has been termed the "Cradle of Humankind". Raymond Dart identified the first hominin fossil discovered in Africa, the Taung Child (found near Taung) in 1924.

These finds suggest that various hominid species existed in South Africa from about three million years ago, starting with *Australopithecus africanus*. There followed species including *Australopithecus sediba*, *Homo ergaster*, *Homo erectus*, *Homo rhodesiensis*, *Homo helmei*, *Homo naledi* and modern humans (*Homo sapiens*). Modern humans have inhabited Southern Africa for at least 170,000 years.

1.4 About Pretoria



Pretoria (Tshwane), in Gauteng Province, is the administrative capital of South Africa and the 4th largest city in the country. It is about 65 km north of Johannesburg and about 45 km from OR Tambo International Airport.

Known as "Jacaranda City" for its thousands of jacaranda trees, the city is also known for its universities and government buildings. The history and politics of South Africa continue to play out in this city. The semicircular Union Buildings encompass the president's offices and hosted Nelson Mandela's inauguration. Nearby is the massive Voortrekker Monument,

honouring 19th-century Afrikaans settlers from the Cape Colony. There have been proposals to change the name of Pretoria itself to Tshwane, with discussions still ongoing.



2. Committees of PME 43

2. Committees of PME 43

2.1 The International Programme Committee (IPC)

The International Programme Committee of PME 43 in Pretoria consists of:

- Mellony Graven LOC/PME, co-chair, Rhodes University (South Africa)
- Hamsa Venkat, LOC, co-chair, WITS University, (South Africa)
- Peter Liljedahl, PME, Simon Fraser University (Canada)
- Maitree Imprasitha, PME, Khon Kaen University (Thailand)
- Miguel Ribeiro, PME, University of Campinas (Brazil)
- Ugorji Ogonnaya, LOC, University of Pretoria (South Africa)
- Anthony Essien, LOC, WITS University (South Africa)
- Johann Engelbrecht, LOC, University of Pretoria (South Africa)
- Marku Hannula, PME, coopted, University of Helsinki (Finland)

2.2 The Local Organising Committee (LOC)

The host institution is the University of Pretoria. Two departments, the Department of Science, Mathematics and Technology Education (SMTE) and the Department of Mathematics and Applied Mathematics will jointly host the conference and the conference is presented by the South African Mathematics Foundation (SAMF) and the African Mathematical Union (AMU).

Johann Engelbrecht (Conference chair, Dept SMTE, University of Pretoria)
Sonja van Putten (Vice chair, Dept SMTE, University of Pretoria)
Roumen Anguelov (Dept Mathematics and Applied Mathematics, University of Pretoria)
Nouzha El Yacoubi (Morocco, African Mathematical Union)
Mellony Graven (Rhodes University)
Hamsa Venkat (WITS University)
Caroline Long (University of Johannesburg)
Anthony Essien (WITS University)
Belinda Huntley (University of South Africa)
Ingrid Sapire (WITS University)
Arindam Bose (Tata Institute of Social Sciences, India)
Ronel Paulsen (University of South Africa)
Ugorji Ogbonnaya (Dept SMTE, University of Pretoria)
JJ Dhlamini (University of South Africa)
David Sekao (Dept SMTE, University of Pretoria)
Harry Wiggins (Dept Mathematics and Applied Mathematics, University of Pretoria)
Adri van der Nest (University of South Africa)
Judah Makonye (WITS University)



2.3 Conference secretariat

The conference secretary is Ellie Olivier from SAMF. For any questions regarding PME 43, please contact her at

pme43@samf.ac.za

3. Conference website

The conference website (www.pme43.up.ac.za) is where you can find up-to-date information on matters contained within this First Announcement. See also the conference page on Facebook (www.facebook.com/pme43/) where news and reminders are posted. General information about PME is also available on the website of the International Group for the Psychology of Mathematics Education (IGPME) at www.igpme.org.

4. About IGPME

The International Group for the Psychology of Mathematics Education (IGPME) is an autonomous body, governed as provided for in its constitution. It is an official subgroup of the International Commission for Mathematical Instruction (ICMI) and came into existence at the Third International Congress on Mathematics Education (ICME-3) held in Karlsruhe, Germany in 1976. The conference in 2019 is the 43rd annual meeting of the International Group for the Psychology of Mathematics Education (PME 43).

4. About IGPME

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4.1 The constitution of IGPME

The constitution of PME was adopted at the Annual General Meeting (AGM) on 17 August 1980 and changed at the AGM on 24 July 1987, on 10 August 1992, on 2 August 1994, on 18 July 1997, on 14 July 2005, on 21 July 2012, and on 7 July 2018. The major goals of the group are:

- (i) to promote international contact and exchange of scientific information in the field of mathematical education;
- (ii) to promote and stimulate interdisciplinary research in the aforesaid area; and
- (iii) to further a deeper and more correct understanding of the psychological and other aspects of teaching and learning mathematics and the implications thereof.

All information concerning PME and its constitution can be found at the PME website:

<http://www.igpme.org>

4.2 Honorary members of IGPME

Efraim Fischbein (deceased), Hans Freudenthal (deceased), and Joop Van Dormolen (retired).

4.3 International Committee

President	Peter Liljedahl	Canada
Vice-President	David M. Gomez	Chile
Secretary	Einat Heyd-Metzuyanin	Israel
Treasurer	Laurinda Brown	United Kingdom
Policy	Lovisa Sumpter	Sweden
President-Elect	Markku Hannula	Finland

Judy Anderson	Australia
Richard Barwell	Canada
Yiming Cao	China
Man Ching Esther Chan	Hong Kong SAR
Anika Dreher	Germany
Anthony Essien	South Africa
Mellony Graven	South Africa
Maitree Inprasitha	Thailand
Berinderjeet Kaur	Singapore
Maria Mellone	Italy
Miguel Ribeiro	Brazil
Kai-Lin Yang	Taiwan

5. The scientific programme

The theme of the 43rd PME conference is:

Improving access to the power of mathematics

The conference language is English. Papers for the proceedings must be written and presented in English. However, colleagues, including the presenters, are welcome to contribute to discussions and questions in their first languages, following a research report or an oral communication, if translation is provided by someone in the session. The scientific programme includes the following activities that are explained in more detail below.

Plenary sessions (see Section 5.1)

- Plenary lectures
- Plenary panel

Personal presentations (see Section 5.2)

- Research reports (RR)
- Colloquia (CO)
- Oral communications (OC)
- Poster presentations (PP)

Group activities (see Section 5.3)

- Research forums (RF)
- Working groups (WG)
- Seminars (SE)
- Ad hoc meetings (AH)
- National presentation (NP)

In addition to these activities, the conference will also offer an Early Researchers' Day (ERD), the day before the main conference (see Section 5.4).

5.1 Plenary sessions

5.1.1 Plenary lectures

There will be four plenary addresses from invited speakers, each lasting 60 minutes. A reactor will be present at some of the plenary sessions to comment on the presentations. The plenary speakers for PME43 are:

Sizwe Mabizela (South Africa) - non PME speaker
Nuria Planas (Spain)

Peter Liljedahl (Canada)
Ravi Subramaniam (India)

5.1.2 Plenary panel

The plenary panel will be held according to the Oxford-Style debate protocol on a topic related to the theme of the conference. The topic this year will be

What is proven to work (according to international comparative studies) in successful countries should be implemented in other countries.

The panel for PME43 consists of the following researchers:

Panel Chair: Judit Moschkovich (USA)
Mercy Kazima (Malawi)
Robin Jorgenson (Australia)
Yeping Li (USA)
Kim Heejeong (Korea)

5.2 Personal presentations

5.2.1 Restrictions

All presentations have to promote the major goals of the IGPME (refer to Section 4.1). In addition, please note that there are restrictions on the number of possible contributions:

Restrictions on number of submissions

You are allowed to submit up to one proposal of each type.

Restrictions on presenting authorship

You are allowed to be presenting author of either a research report (including those bundled within a colloquium) or an oral communication presentation. In addition, you can be presenting author of a poster presentation, research forum, and working group. Note, that it is not allowed to change the presenting author after the review process!

Each conference participant may act as organiser of at most one colloquium and as coordinator of at most one seminar. Note, however, that because of scheduling issues it may not be compatible to be a presenter in both a research forum and a seminar. This may also apply to working groups.

5.2.2 Research reports (RR)

Research reports should state what is new in the research, how the study builds on past research, and/or how it has developed new directions and pathways. Some level of critique must exist in all papers. Contributions need not be limited to completed research. Ongoing studies may be submitted, provided that theoretical framework, preliminary results, and a discussion of these results appear in the text submitted. Proposals that are too similar to papers previously presented cannot be accepted.

Proposals that represent new and significant contributions to research in the Psychology of Mathematics Education are especially encouraged.

Two types of papers are suitable for research reports:

Reports of empirical studies

Reports of empirical studies should cover, as a minimum, the following:

- a statement regarding the focus of the submitted paper;
- the study's theoretical framework;
- references to the related literature;
- a description of the research methods used; and
- a sample of the data and the results (additional data can be presented at the conference but some data ought to accompany the proposal).

Theoretical and philosophical essays

These should cover, as a minimum, the following:

- a statement regarding the focus of the submitted paper;
- a statement about the paper's theoretical or philosophical framework;
- references to related literature;
- a clearly articulated statement regarding the author's position on the paper's focus or theme; and
- implications for existing research in the respective area.

Submission procedure and restrictions

Research report proposals papers are to be written in English, with an abstract in English (and one in another language, if desired by the author) of at most 10 lines. The document may be up to 8 pages long and **MUST** be in line with the formatting guidelines provided by the conference organisers. Any submission exceeding the 8 pages in length will be automatically rejected. Any submission in which the formatting guidelines have been ignored for the purposes of shortening the length of the submission to 8 pages will be automatically rejected.

The PME 43 templates for research report proposals and guidelines for proposals are available at www.pme43.up.ac.za. For the peer review process, authors must submit a second, blinded version of their proposal

For details, please refer also to the submission checklist provided by IGPME at <http://www.igpme.org/index.php/79-pme/pme-public/121-submission-checklist-rr>

Because of length restrictions, papers should be concise, but should nevertheless contain all information necessary to inform both reviewers and other researchers. Proposals merely stating that results will be presented at the conference cannot be accepted. Authors are requested to refer to related papers that have been presented at previous PME conferences. Please consider the following issues before you submit your proposal:

Proposals for research reports must be submitted via *ConfTool* (www.conftool.com/pme43) by the presenting author no later than 15 January 2019. Submissions to *ConfTool* are only possible if the presenting author is registered in the *ConfTool* system and has paid the non-refundable conference deposit.

Two files must be submitted for each proposal:

- for publication, a word file that strictly follows the formatting guidelines
- for review, a "blinded version" as a PDF file in which it is not possible for a reviewer to infer the authors' identities from the text, including the references.

Please note that no revisions are possible after submission. Each contribution is accepted or rejected in the form in which it was submitted. Every pre-registered person may submit up to one research report. The proposal should be submitted by the author who will deliver the presentation during the conference. Each conference participant may present at most one

oral communication or one research report, including the research reports that are part of colloquia (please refer also to section 5.2.1 for Restrictions on number of contributions).

Reviewing procedure and criteria

The submitted proposals for the research reports are double-blind peer-reviewed by three PME members whose areas of expertise match the research categories chosen for the contribution. The International Programme Committee (IPC) decides on the acceptance of proposals. Details of the review process are available at the IGPME webpage <http://igpme.org/index.php/annual-conference/further-information/reviewer-information-new>

Notification of the decision of the International Programme Committee will be available after the second meeting of the International Programme Committee in April. The proposal can be accepted or rejected, or the author is invited to resubmit the contribution in the form of an oral communication or poster presentation.

Publication and presentation

Accepted papers will be included in the proceedings only if the presenting author's full conference registration fee has been paid in time. The deadline for this payment is 15 May 2019. Details are published in the second announcement.

Each research report presentation will be allotted a total time of 40 minutes: 20 minutes for the oral presentation and 20 minutes for questions and comments.

A chairperson will be assigned to each research report session. S/he will introduce the presenters, make a comment regarding photographing, audio- and videotaping the session, monitor timing of the session, and moderate the discussion.

5.2.3 Colloquium (CQ)

The goal of a colloquium is to provide the opportunity to present a set of three research reports that are interrelated in a particular way (e.g. they are connected through related or contrasting theoretical stances, use identical instruments or methods, or focus on closely related research questions), and to initiate a discussion with the audience on the interrelated set.

A colloquium proposal:

- consists of a set of exactly three research reports, to be presented by members from at least two different countries;
- includes, in addition, a one page summary by an organiser (one person), indicating a specific pre-determined focus that is common to each research report; and
- involves a presentation of the three research reports, and a discussion with the audience that is initiated by the contribution of a discussant (one person, indicated in the author line of the one-page summary) who is appointed at submission.

The three research reports should be formatted and submitted via *ConfTool* using the guidelines provided for that presentation format (see above, 5.2.2 research report (RR)). Here, further information is provided only for the one page summary which accompanies the three research reports.

The additional one-page summary is created using the same template or formatting guidelines as for poster presentations and oral communications, and is submitted by the colloquium organiser via *ConfTool*. It provides the colloquium title and the name of the organiser (preceded by "Organiser:") and discussant (preceded by: "Discussant:") in the

author fields. Then, the text containing the focus and/or rationale for the colloquium is provided. Note that no abstract is necessary for the colloquium summary. Proposals that do not follow the formatting guidelines will not be included in the peer review process. In the comments field in *ConfTool*, the authors and titles of the three research reports that comprise the colloquium must be indicated.

Submissions to *ConfTool* are only allowed if the presenting author is registered in the *ConfTool* system and has paid the non-refundable conference deposit. Every pre-registered person may submit up to one colloquium as organiser.

A research report in a colloquium is counted identically to an individual research report for the existing restrictions on the number of contributions for a participant. Therefore, each conference participant may present at most one oral communication or one research report, including the research reports that are part of colloquia (please see also section 5.2.1 for Restrictions on number of contributions). Note that acting as a discussant of a colloquium will not count as a contribution for the existing restrictions on conference contributions. Nevertheless, each participant can take the role of organiser or discussant in a colloquium no more than once during one conference.

Also, the organiser cannot be involved as (co)-author in more than one of the research reports in the colloquium.

Submission and review process

Proposals for colloquium presentations must be submitted no later than 15 January 2019 (also the deadline for research report proposals). The research reports that comprise a colloquium proposal are reviewed in the usual way, using the same criteria. The IPC will assign the set of three research reports plus the one-page summary to the same reviewers, who are then informed that the research reports are part of a colloquium proposal. If all three research reports are considered acceptable during the review process, the International Programme Committee reviews the colloquium proposal during the second meeting of the International Programme Committee, and decides upon its acceptance.

If not all the three research reports are accepted or if the framing proposal to group them in a colloquium is rejected by the IPC, those research reports that were accepted in the usual review process will enter the conference programme as usual research reports. In case of rejection, encouragement for resubmission in a different format is possible for the single research reports.

Details of the review process are available at the IGPME webpage:
<http://igpme.org/index.php/annual-conference/session-types/colloquium/>

Presentation

A 90-minute timeslot will be devoted to each colloquium. The organiser takes care of the chairing.

The organiser first briefly introduces the colloquium topic and then each research report is presented in turn. The presentation time for each report can be agreed with the organiser beforehand, but will be between 15 and 20 minutes (depending on how much the papers have in common; some presentations can be shorter). Afterwards, the discussant initiates the discussion for approximately 10 minutes, which is followed by discussion with the audience.

5.2.4 Oral communication (OC)

An oral communication proposal should describe which past research the study is built on; give a concise overview of the new results attained, and what the main implications of these results are. Contributions need not be limited to completed research. On-going studies may be submitted, provided that theoretical framework, preliminary results, and a discussion of these results appear in the text submitted. Proposals that are too similar to papers previously presented cannot be accepted.

Proposals that represent new and significant contributions to research in the Psychology of Mathematics Education are especially encouraged.

Submission procedure and restrictions

Proposals for oral communications are to be written in English without an abstract. The document may be up to one page long and must be in line with the formatting guidelines provided by the conference organisers. Any submission exceeding the one page length limit or where formatting guidelines have been ignored for the purposes of shortening the length of the submission to one page will be automatically rejected.

The PME 43 template for oral communications Proposals and guidelines for proposals are available at <http://www.igpme.org/index.php/component/edocman/134-guidelines-for-preparing-and-presenting-oral-communication-presentations>. For the peer review process, authors must submit a second, blinded version of their proposal. Papers that do not conform to the formatting guidelines, exceed the maximum number of pages or which are not accompanied by a properly blinded version may be rejected without further consideration or peer review. For details, please refer to the submission checklist provided by IGPME at <http://igpme.org/index.php/79-pme/pme-public/122-submission-checklist-oc-and-pp/>. The preparation of a proposal for an oral communication is a challenging enterprise since the length is limited to one page only. Any submission exceeding the one page length limit or where formatting guidelines have been ignored for the purposes of shortening the length of the submission to one page will be automatically rejected. Note that no abstract is necessary for an oral communication paper.

Please consider the following issues before you submit your proposal:

Proposals for oral communication must be submitted via *ConfTool*

<https://www.conftool.com/pme43/> no later than 1 March 2019. Submissions to *ConfTool* are only possible if the presenting author is registered in the *ConfTool* system and has paid the non-refundable conference deposit. Two files must be submitted for each proposal:

- for publication, the word file that strictly follows the formatting guidelines
- for review, a “blinded version” as a PDF file in which it is not possible for a reviewer to infer the authors’ identities from the text, including the references.

Please note that no revisions are possible after submission. Each contribution is accepted or rejected in the form in which it was submitted. Every pre-registered person may submit up to one oral communication (please refer also to section 5.2.1 for Restrictions on number of contributions).

The proposal should be submitted by the author who will deliver the presentation during the conference.

Reviewing procedure and criteria

Proposals for oral communications will be double-blind peer-reviewed by at least one member of the IPC (International Programme committee). Notification of the decision of the International Programme committee to accept or reject the oral communication proposal will be available after the second meeting of the International Programme Committee in April 2019. Details of the review process are available at the IGPME webpage:

<http://igpme.org/index.php/annual-conference/session-types/oral-communication>

Advice for authors on how to prepare an oral communication paper can be found on the PME website

www.igpme.org/index.php/annual-conference/further-information/preparing-oc-and-pp

Publication and presentation

Accepted papers will be included in the proceedings only if the full conference registration fee has been paid in time. The deadline for this payment is 15 May 2019. Details are published in the second announcement.

Each oral communication presentation will be allotted a time of 10 minutes for presentation. The IPC will group three oral communications according to the distinctive themes in order to provide the opportunity for a common discussion period at the end of each OC session. For OC sessions, the IC recommends one of two timing options. Some sessions may contain presentations that are closely related, while for other sessions, this may be less the case.

Based on the chair's reading of the OC summaries, and after consultation of the three presenters before the start of the session, s/he can select the appropriate option.

Option 1: Joint discussion at the end for presentations with related themes. After each presentation, there is the opportunity to clarify immediate questions for at most 5 minutes. 15 additional minutes of discussion are at the end of the session.

Option 2: Separate discussions for presentations with separate themes. The chairperson starts 10 minutes of questions and discussion directly after each 10-minute presentation.

A chairperson will be assigned to each oral communication session. S/He will introduce the presenters, make a comment regarding photographing, audio- and videotaping the session, monitor timing of the session, and moderate the discussion according to one of the previously mentioned options.

5.2.5 Poster presentation (PP)

Poster presentations are intended for research that is best communicated in a visual form rather than an oral presentation. There is no formal oral presentation associated with poster presentations, although there is time allotted during which presenters will be available by their posters for discussion with conference participants.

Reports should describe the research context of the study presented, the study itself, and its implications, with a particular focus on the visual aspects of the presentation. Contributions need not be limited to completed research. On-going studies may be submitted, provided that theoretical framework, preliminary results, and a discussion of these results appear in the text submitted. Proposals which are too similar to papers previously presented cannot be accepted. Proposals that represent new and significant contributions to research in the Psychology of Mathematics Education are especially encouraged.

Submission procedure and restrictions

Proposals for poster presentations are to be written in English. The document may be up to one page long and must be in line with the formatting guidelines provided by the conference organisers. The PME 43 template for poster presentation Proposals and guidelines for proposals are available at www.pme43.ac.up.za For the peer review process, authors must submit a second, blinded version of their proposal. For details, please refer also to the Submission Checklist provided by IGPME at

<http://igpme.org/index.php/79-pme/pme-public/122-submission-checklist-oc-and-pp>

Papers that do not conform to the formatting guidelines, exceed the maximum number of pages or which are not accompanied by a properly blinded version may be rejected without further consideration or peer review.

The preparation of a proposal for a poster presentation is a challenging enterprise since the space is limited to one page only. Note that no abstract is necessary for a poster presentation. Advice on how to prepare a Poster paper can be found on the PME website at <http://igpme.org/index.php/annual-conference/further-information/preparing-oc-and-pp>

Please consider the following issues before you submit your proposal:

Proposals for poster presentations must be submitted via *ConfTool* (www.conftool.com/pme43) no later than 1 March 2019. Submissions to *ConfTool* are only possible if the presenting author is registered in the *ConfTool* system and has paid the non-refundable conference deposit. Two files must be submitted for each proposal:

- for publication, the word file that strictly follows the formatting guidelines
- for review, a “blinded version” as a PDF file in which it is not possible for a reviewer to infer the authors’ identities from the text, including the references.

Please note that no revisions are possible after submission. Each contribution is accepted or rejected in the form in which it was submitted.

Every pre-registered person may submit up to one poster presentation (please refer also to section 5.2.1 for restrictions on number of contributions). The proposal should be submitted by the author who will deliver the presentation during the conference.

Reviewing procedure and criteria

Proposals for poster presentations will be reviewed by at least one member of the IPC (International Programme Committee). Notification of the decision of the International Programme Committee to accept or reject the poster presentation proposal will be available after the second meeting of the International Programme Committee in April 2019.

Details of the review process are available at the IGPME webpage <http://igpme.org/index.php/annual-conference/session-types/poster-presentation/>

Publication and presentation

Accepted proposals will be included in the proceedings only if the full conference registration fee has been paid in time. The deadline for this payment is 15 May 2019. Details are published in the second announcement. 60 minutes will be allocated to poster presentation sessions during the conference. Authors should be available at their poster in this session for discussion with conference participants. The authors should bring their posters printed in the format prescribed by the conference organisers in the second announcement.

5.3 Group activities

Group activities are intended to provide attendees with the opportunity to exchange information and ideas related to the PME. Conference participants will need to select which sessions they would prefer to attend and indicate this in their registration. Group activities will take place during parallel time allotments, and will have limited space.

All group activities (except RF proposals) are submitted for review through *ConfTool*, the online conference registration system (www.conftool.com/pme42). *ConfTool* is configured to only accept submissions from presenters who are registered in the *ConfTool* system and

have paid the non-refundable conference deposit. Please refer also to section 5.2.1 for restrictions on the number of contributions.

5.3.1 Research forum (RF)

A research forum is a format of group presentation undertaken by a group of at least five researchers. The goal of a research forum is to provide PME members a comprehensive overview on the state of the art on a topic where substantial research has been undertaken in the last 5-10 years and that is of on-going interest for the PME members. The researchers are expected to be experts with respect to the research topic and offer coherently structured activities during 2 slots of 90 minutes each, as well as a comprehensive contribution (30 pages) to the conference proceedings. See also <http://www.igpme.org/index.php/annual-conference/session-types/research-forum>.

A research forum is not supposed to be a collection of individual research presentations (see colloquium format), but instead is meant to convey an overview of research, highlighting contemporary academic debates and perspectives in the field. In contrast to the Working Group format for evolving research topics, research forums are considered to mark significant advances with respect to established research topics.

A research forum:

- focusses on a topic which is of substantial interest within the work of PME,
- has a coherent structure that enables to attain a comprehensive overview of the topic,
- contrasts and integrates different research approaches through the consideration of multiple perspectives,
- includes structural opportunities for academic debate in interaction with the audience,
- provides the participants with the opportunity to prepare for the participation through the
- provision of reading materials prior to the activity,
- is developed by at least five researchers who are experts with respect to the research topic,
- covers 2 slots of 90 minutes each, and
- is represented in a comprehensive and coherent 30-page contribution in the conference proceedings.

Submission and reviewing process

Research forums are highest-quality contributions to PME conferences and, as such, they are subject to a review process. In order to allow the researchers to adequately prepare the research forum, the deadline for proposals is 1 November in the year preceding the conference. A proposal should not exceed 5 pages, including references. The International Programme Committee (IPC) pre-reviews the proposals. If necessary, the IPC provides feedback to the coordinators with the opportunity to revise the proposal until 15 January 2019.

During the First IPC meeting (late January 2019), the IPC decides on the acceptance of the research forums. If accepted, the final contribution for the conference proceedings (30 pages) must be handed in by 15 March 2019.

Proposals must include:

- the topic, title, and focus of the research forum;
- the names of all researchers contributing (minimum of 5);
- the name of the coordinator (corresponding researcher);

- an outline of the theoretical background of the research topic;
- a detailed description of the proposed layout of the research forum, including thematic
- structuring, time structuring for 2 slots of 90 minutes each, as well as descriptions of the planned presentations and audience interactions;
- prior reading suggestions for attendants and details on accessibility (if needed, organisers may use the PME communication infrastructure at <http://www.igpme.org/>); and
- information on the planned structure of the contribution in the conference proceedings.

Presentation and proceedings

Two 90-minute slots will be devoted to each research forum. The conference chairs are asked to schedule the slots subsequent whenever possible, although this cannot be guaranteed. The proposal and conference proceeding contribution should follow the PME formatting guidelines. The final contribution for the conference proceedings should not exceed 30 pages including references. For accepted papers to be included in the proceedings, all researchers contributing to the research forum have to make a full registration 15 May 2019, at the latest.

5.3.2 Working group (WG)

A working group is a format of group presentation undertaken by a group of at least two researchers. The aim of a Working Group is that PME participants are offered the opportunity to engage in exchange or to collaborate in respect to a common research topic (e.g., start a joint research activity, share research experiences, continue or engage in academic discourse). See also <http://www.igpme.org/index.php/annual-conference/session-types/working-group>.

A working group may deal with emerging topics (in the sense of newly developing) as well as topics that are not new but possibly subject to changes. A working group needs a clear goal (outcome) and a strategy to reach this goal in collaboration with the participants. It must provide opportunities for contributions of the participants that are aligned with the goal (e.g. share materials, work collaboratively on texts, discuss well-specified questions).

A working group is not supposed to be a collection of individual research presentations (see colloquium format), but instead is meant to build a coherent opportunity to work on a common research topic. In contrast to the research forum format that is meant to present the state of the art of established research topics, working groups are considered to involve fields where research topics are evolving.

A working group:

- focusses on a research topic of substantial interest within the PME community,
- has a clear goal and a strategy to reach this goal in collaboration with the participants,
- includes structural opportunities for contributions by the participants to reach the goal,
- involves only a minimum of planned presentations to stimulate the specific collaboration or exchange,
- is provided by at least two researchers who are actively working within the research topic,
- covers 2 slots of 90 minutes each,
- is represented via the 2-page proposal in the conference proceedings, and

- will be portrayed in respect to its outcomes, after the conference, in a report to be included in the following PME newsletter.

Submission and reviewing process

Working groups are subject to review in order to ensure the fit to the goals of PME as an organisation. The deadline for proposals (2 pages) is 1 March 2019. The International Programme Committee (IPC) reviews the proposals for working groups and decides on their acceptance during the Second IPC meeting (April 2019).

Proposals must include:

- the topic, title, goal, and strategy to reach the goal of the Working Group;
- the names of all researchers contributing (minimum of 2);
- the name of the coordinator (corresponding researcher);
- an outline of the theoretical background of the research topic;
- an explicit statement on the way the participants are expected to engage in collaboration and/or exchange in the working group;
- an explicit statement if the working group is a new initiative or a follow up on previous PME activities, as well as an indication of tentative follow up activities at future PME conferences (further WGs, RRs, colloquia, etc.);
- a detailed description of the proposed layout of the Working Group, including thematic structuring, time structuring for 2 slots of 90 minutes each, as well as descriptions of planned presentations and participants' exchange/collaboration activities;
- opportunities to contribute by participants and details on the organisational process (if needed, organisers may use the PME communication infrastructure at <http://www.igpme.org/index.php/communication>)

Presentation and proceedings

Two 90-minute slots will be devoted to each working group. The conference chairs are asked to schedule the slots subsequent whenever possible, although this cannot be guaranteed. The proposals should follow the PME formatting guidelines. The total length for the proposal is 2 pages, including references. If accepted, this proposal will be included in the conference proceedings. For accepted papers to be included in the proceedings, all researchers contributing to the working group have to make a full registration 15 May 2019, at the latest. After presentation, each working group is required to send a report of its activities and the goals reached to the PME Administrative Manager (info@igpme.org) by September 2019. This report may be included in the following PME Newsletter.

5.3.3 Seminars (SE)

The goal of a seminar is the professional development of PME participants, especially early researchers and/or first comers, in different topics related to scientific PME activities. This encompasses, for example, aspects like research methods, academic writing or reviewing. A seminar is not intended to be only a presentation but should involve the participants actively. PME can give a certificate of attendance to participants of the seminar, if requested by the proposers. Facilitating a seminar will not count as a contribution for the existing restrictions on conference contributions but since seminars take place in the same time slots as research forums, it will not be possible for one presenter to participate in both these categories.

Submission and review process

A SE application must include

- name of at least one coordinator

- information about the topic and the goals of the SE as well as descriptions of specific tasks or activities to be carried out in the sessions
- a short outline about the goals and/or activities planned for each of the two 90 minutes sessions - proposers can choose between a two-session seminar or a single-session seminar presented twice.

Two page proposals for a SE must be submitted not later than 1 March 2019. The International Programme Committee reviews and selects SEs during the second IPC meeting. Notification of the decision of the IPC to accept or reject a proposal for SE will be communicated in April 2019.

Presentation and Proceedings

The two page proposals of accepted seminars will be included in the conference proceedings. Two 90-minute sessions will be allocated to seminars. After presentation, the coordinators of each SE are required to send a report of its activities to the PME Administrative Manager (e-mail address: info@igpme.org). This report may be included in the PME newsletter. This report is due by the end of September 2019.

5.3.4 Ad hoc meeting (AH)

Ad hoc meetings are a form of conference activity approved in 2010. During the conference, PME provides time slots and rooms for meetings of 'ad hoc' groups. The idea is that researchers can meet and discuss research topics that spontaneously came up during discussions of previous presentations at the conference. The ad hoc meetings are reserved only for discussions; presentations or a continuation of a research report or oral communication are not allowed. To organise an Ad Hoc Meeting, at least two persons should prepare an announcement with a short and precise description of the topic, the names of the organisers, and the preferred time slot, and deliver it to the PME Administrative Manager (info@igpme.org). The Administrative Manager will then assign times and rooms. Since there are only a few time slots and rooms, proposals will be accepted on a first-come, first-served basis.

5.3.5 National presentation (NP)

The country hosting a PME conference can include a national presentation in the scientific programme of the PME conference. The goal of a national presentation is to present to PME members of other countries the specific history, traditions and perspectives, as well as the most important results, of a national mathematics education community. Accordingly, the national presentation has to be organised as a combination of giving information about the national situation and relating/contrasting this information with international mathematics educational research. One 90-minute session will be allocated to the national presentation.

5.4 Early researchers' day (ERD)

PME will offer a special day (early researchers' day, ERD) for early career researchers who are also attending the PME conference. The early researchers' day will directly precede the main PME conference and will consist of presentations, working groups and other kinds of sessions planned to be of value to those new to research in mathematics education.

The aim of the ERD is to provide early career researchers with opportunities to develop their research skills in various fields, establish new contacts, build networks among themselves and with respect to future PME conferences, and meet and work with international experts in the field.

The 2019 ERD will be held on the afternoon of Saturday 6 July 2019 and the morning of Sunday 7 July 2019 at the Groenkloof campus of the University of Pretoria. The day is being organised by Anthony Essien (South Africa) and Michal Tabach (Israel). Registration fees for

ERD and coffee breaks are complimentary (no cost) and researchers can apply for participation through *ConfTool*. Priority will be given to current PhD students and post-doctoral students, and special consideration will be given to applicants from underrepresented countries. Updated and more detailed information will be posted on the conference website: www.pme43.up.ac.za.

6. PME pre-submission support

The PME pre-submission support for research reports and oral communications is intended for novice or inexperienced researchers who have limited access to expert advice and who would like to receive guidance from more experienced PME researchers. Applicants should submit their paper to the coordinator who is appointed by the International Committee. The coordinator will then assign the paper to an appropriate mentor and ensure that the communication between the mentor and novice researcher proceeds smoothly.

6.1 Coordinator

The PME pre-submission support coordinator is David Wagner (Canada), dwagner@unb.ca

6.2 Mentors

Authors who wish to have a mentor to compose a research report or oral communication should contact the coordinator as early as possible, but no later than 1 November 2018. The pre-submission support papers should be accompanied by a statement in which the authors describe a. their limited experience in writing research reports (or journal articles) and b. their limited access to expert advice.

Mentors will correspond with the applicants and help strengthen their submitted papers. Please note that this procedure is meant to provide feedback on written reports. It is not meant as support for conducting research. This mentoring does not guarantee acceptance, as all submitted papers will still undergo the regular PME reviewing procedures.

7. Registration and payment

7.1 Conference pre-registration

Pre-registration for PME 43 begins in November 2018. It will be carried out online using the *ConfTool* conference registration system, at www.conftool.com/pme43. Before registering for the conference or paying the membership fee, you need to register in the PME *ConfTool* system.

1. If you already have been a user of the PME *ConfTool* system, for example if you attended one of the last conferences:
 - Enter your username and password to log in and select the option “Pre-Register for this Event or Join PME as a member.” If you have forgotten your password, *ConfTool* will help you to retrieve it.

If you are a new user for the PME *ConfTool* system:

- Create a new account and register in the system.
- You will need to provide your personal information and account information in order to build your own data-base in the system.
- After filling in these details and submitting all information needed, you will be able to continue with your conference pre-registration.

2. Select your status as PME participant by clicking on the appropriate option. Step by step, the system will take you to the payment form where you can find additional information on payment options for the conference deposit.
3. If you choose online payment, the system will connect you with a secure page for you to complete your payment. If you have any problems with your conference pre-registration, please contact the conference secretariat: pme43@samf.ac.za.

7.2 IGPME membership only

If you have been an IGPME member in the past, but will not be attending PME 43, or you want to become a new IGPME member who will not attend PME 43, pay the annual membership fee for PME through *ConfTool*. This is necessary for maintaining or getting membership.ellie.olivier@samf.ac.

1. As a member of IGPME who wants to renew membership:
 - Log in by entering your username and password and select the option “Pre-Register for this Event or Join PME as a member.”

As a new member of IGPME:

 - Create a new account and register in the system.
 - You will need to provide your personal information and account information in order to build your own data base in the system.
 - After filling in these details and submitting all information needed, you are able to select the option “Pre-register for this event or join PME as a member.”
2. After checking your personal details and choosing “Pay PME membership fee ONLY” in the following step, the system will automatically take you to the payment form where you can get information on payment options for the membership fee.
3. If you choose online payment, the system will connect you with a secure page for you to complete your payment. If you have any problems with payment of the membership fee, please contact the conference secretariat: pme43@samf.ac.za.

7.3 Registration fees

The upper limit for the total registration fee will be in the order of €460. The exact amount depends on the number of participants and external financial support. The exact amount will be decided by the Local Organising Committee in April 2019, just prior to the publication of the second announcement.

Anyone attending a PME regional conference in Chile or Russia will already be members of PME for 2019 and will not need to pay the membership fee portion of the registration fee for PME 43.

7.3.1 Conference deposit

The non-refundable conference deposit will be about €130. For those who attend the conference, the conference deposit will be deducted from the total conference registration fee.

The conference deposit covers:

- PME memberships for the year 2019 of €50;
- a compulsory Skemp Fund donation of €10;
- access to electronic conference proceedings; and
- administrative cost related to the handling of the proposals.

Anyone attending a PME regional conference in Chile or Russia will already be members of PME for 2019 and will not need to pay the membership fee portion of the conference deposit for PME 43.

7.3.2 Total registration fee

The total registration fee covers:

- PME membership for the year 2019 of €50;
- a compulsory Skemp Fund donation of €10;
- a set of printed proceedings (see below) and access to an electronic version of the proceedings;
- 4 lunches and 8 coffee breaks;
- opening reception;
- conference dinner;
- some of the excursions – for others there will be an additional fee;
- the costs of venues, administrative work, and facilities needed for the organisation of the conference.

You have the option to choose if you want to receive printed proceedings or not. As with previous conferences, the default option includes both printed and electronic proceedings. During the final registration process via the *ConfTool* system, participants can choose the alternative option that includes only electronic proceedings. If you choose only electronic proceedings, the registration fee will be reduced. The reduction depends on the price of printed proceedings (i.e., on the number of pages and volumes) and will be announced on the conference website and in the second announcement in April 2019.

7.3.3 Accompanying person fee

We welcome accompanying persons. Accompanying persons participate in the social programme but not in the scientific programme of the conference. The fee for accompanying persons is expected to be around €130 per person depending on the anticipated number of participants and external financial support. The exact amount will be decided by the Local Organising Committee in April 2019, prior to the publication of the second announcement.

The fee covers:

- opening reception;
- some of the excursions – others may require an additional fee;
- conference dinner; and
- some of the administrative work involved outside of the scientific programme.

There is no fee for accompanying children under 14 years of age. If you have any questions, please contact the conference secretariat: ellie.olivier@samf.ac.za.

7.3.4 Late registration fee

An additional charge of €50 will be applied for registrations made after 15 May 2019.

7.4 Payment options

All participants can make their payment by credit card or bank wire transfer. If you use a credit card, the process will be carried out online. The *ConfTool* system will connect you to an external platform for payment. There you will enter your personal information and choose payment type. If you choose to pay by bank wire transfer you will get an invoice. You need to transfer the funds to the account designated on the invoice sent to you by e-mail or post after registration.

Your registration will only be finalised when the payment process is complete. If you have any questions regarding your payment, please contact the conference secretariat at pme43@samf.ac.za

7.5 Donations to Skemp Fund

The Richard Skemp Memorial Support Fund is a fund that was established to support academics from under-represented or economically weak countries in attending the annual conference (see section 7.6). The spirit of the fund is to help academics who normally would not have access to the PME conference. As such, where applicants are from, where they are living, where they are working, where they are currently studying, as well as the conditions of their employment and studies are important factors when adjudicating the applications. The Skemp Fund plays an increasingly important role in making the PME annual conference more accessible to mathematics educators who would not otherwise be able to attend the conference. The extent to which we can give this financial assistance depends to a large degree on the generosity of the PME community. For this reason, a compulsory donation of €10 is included in the reregistration fee for the conference. In addition, the International Committee calls on members to make an additional donation, however small, to the Skemp Fund when paying membership fees or registering for annual conferences.

7.6 Richard Skemp Memorial Support Fund

The Richard Skemp Memorial Support Fund is a fund that was established to support academics from under-represented or economically weak countries in attending the annual conference. The spirit of the fund is to help academics who normally would not have access to the PME conference. A limited amount of financial support is available to researchers who experience difficulty in obtaining financial support to attend a PME conference. Applicants for a grant from the Fund must submit an individual contribution (RR, OC, PP) and pay the non-refundable conference deposit, prior to the applicant's proposal being reviewed. A grantee must have at least one proposal (RR, OC, PP) accepted.

In general:

- only one of the authors of a particular proposal will be eligible to apply for a grant;
- those who have already received a grant on two prior occasions will not receive an additional grant; and
- for applicants who have already received a grant in a previous year, priority will go to those who have an accepted research report rather than an oral communication or poster presentation.

The number and size of grants each year depends on the amount available as well as the number of applicants and the relative merits of each application. The Richard Skemp Memorial Support Fund Committee will meet during the second International Programme Committee meeting, in April 2019, and will make its recommendations once decisions on the acceptance or rejection of proposals have been completed. The PME Administration Manager will contact applicants to inform them of the decision on their application for a Richard Skemp Memorial Support Fund grant. This will usually take place before the end of April each year. Please note that grants cannot be carried over to the next year's conference. Grants will be paid at the conference and are not available in advance. Applicants for a Skemp Fund grant should fill in the application form available from the conference website or from the PME website (<http://www.igpme.org/index.php/annual-conference/skemp-fund-support>). The application should be sent by 1 March 2019 to:

Birgit Griese
Paderborn University, Germany

Tel: +49 (0) 5251 60-1839,
Email: info@igpme.org

7.7 Cancellation policy

7.7.1 For registered participants

Participation in the conference is conditional upon registration and payment of all fees. All cancellations and changes regarding the conference registration must be made in written form to the conference secretariat by sending an email to pme43samf.ac.za. In all cases, the conference deposit will not be refunded; however, the deposit will cover one year of membership as well as access to the electronic conference proceedings (see section 7.3.1 Conference Deposit). If a cancellation for conference participation is made after the full registration fee has been paid:

- Before 31 May 2019, the refund will be the amount of the full registration fee minus the conference deposit and the fees that the bank charges for transferring the refund. Refund = (registration fee – conference deposit) – bank fees.
- After 31 May 2019, the refund will be 50% of the full registration fee minus the conference deposit, and then subtracting the fees that the bank charges for transferring the refund. Refund = 50% of (registration fee – conference deposit) – bank fees.
- After 7 July 2019, when the conference has started, cancellation is not possible.

7.7.2 For accompanying persons

If a cancellation for accompanying person is made after the full registration fee has been paid:

- Before 31 May 2019, the refund will be the amount paid minus the fees that the bank charges for transferring the refund will be refunded. Refund = accompanying person fee – bank fees.
- After 31 May 2019, the refund will be 50% of the amount, subtracting the fees that the bank charges for transferring the refund. Refund = 50% of accompanying person fee – bank fees.
- After 7 July 2019, when the conference has started, cancellation is not possible.

7.7.3 General information

Participation is not guaranteed until full payment of the registration fee is received. The conference programme may be subject to changes (based on decisions by the International Programme Committee).

In the case of unforeseeable events, it is up to the International Programme Committee and the International Committee of PME to decide on changes or even the cancellation of the conference and the amount of refund of payments. If the conference is cancelled, the remaining funds will be paid back to the participants and no further liability of the local organisers or PME will be accepted towards the client.

8. Deadlines for PME 43 (2019)

8.1 Scientific programme

For all accepted proposals, the deadline of final registration is 15 May 2019. Contributions will not be included into the proceedings, if final registration including the payment of the total registration fee is not completed by that date.

8.1.1 Personal presentations

Research report	Pre-registration, proposals and payment of conference deposit	15 January 2019
Colloquium	Pre-registration, proposals and payment of conference deposit	15 January 2019
Oral communication	Pre-registration, proposals and payment of Conference deposit	1 March 2019
Poster presentation	Pre-registration, proposals and payment of conference deposit	1 March 2019

8.1.2 Group Activities

Research forum	Proposals	1 November 2018
	Pre-registration, revised proposals and payment of conference deposit	15 January 2019
	Full papers	15 March 2019
Working group	Pre-registration, proposals and payment of conference deposit	1 March 2019
Seminar	Pre-registration, proposals and payment of conference deposit	1 March 2019

8.2 Registration

Pre-registration	Necessary to submit proposals and for proposals to be reviewed	See above
Full registration	Necessary for inclusion of all types of papers in the PME proceedings	15 May 2019
Late registration	Additional charge of R800 (€50)	After 15 May 2019

8.3 Deadlines for PME 44 (2020)

Research forums for PME 44 (2020) should be submitted before 1 November 2019, to the Administrative Manager (info@igpme.org).

The deadline for PME pre-submission support for contributions to PME 44 (2020) is 1 November 2019. Please refer to <http://www.igpme.org/index.php/annual-conference/pre-submission-support>

9. Travel information

9.1 Getting to Pretoria



Pretoria is about 45 km north of the OR Tambo International Airport (the international airport of Johannesburg).

We will provide details about airport shuttles to the hotels and to the Groenkloof campus – the conference venue.

The *Gautrain* is a modern train connecting the airport with a number of stations in Pretoria (about 50 minutes on the train). Pretoria and Hatfield stations are close to the recommended hotels and the campus and during peak arrival times we will have conference people at the Gautrain stations to assist delegates to get to their hotels. The *Gautrain* also runs to Johannesburg.

Another option would be to rent car at the airport and drive to Pretoria. In South Africa we drive on the left hand side of the road (as in the UK) and the road from OR Tambo Airport to Pretoria is an excellent five-lane highway. Travelling by car is very popular in South Africa and the main roads are good.

9.2 Getting to the conference venue

The conference will be held at the Groenkloof campus of the University of Pretoria which is about 15-20 minutes drive from most of the hotels. Hotels will provide shuttles to the campus. Uber is very popular (and affordable) in South Africa and delegates can use Uber for other public transport.

9.3 Visa regulations

Citizens of some countries need a visa to enter South Africa and there are quite strict regulations about travelling with children, e.g. that a parent cannot bring a child into the country without the other parent's written consent and an unabridged birth certificate. More information at the South African Department of Home Affairs <http://www.dha.gov.za/index.php/types-of-visas>.

Apply well in advance for a visa at the South African Embassy in your country.

9.4 Letter of invitation

Letters of invitation for delegates attending the conference will be made available on the conference website as soon as registration fees have been paid in full. Please note that this procedure aims explicitly at assisting delegates who need to obtain a visa or permission to attend the conference. It is not an official invitation covering fees or other expenses and does not imply any financial support from the conference organisers.

9.5 Currency

The South African Rand is the currency of South Africa. The currency code for Rand is ZAR, and the currency symbol is R. The most frequently used exchanges are between ZAR and EUR and ZAR and US\$. At present (October 2018), one Euro is about ZAR 16.50, but this rate fluctuates daily.

9.6 Power plugs

The standard electrical current used in South Africa is 220 volts AC. Electrical sockets (outlets) in South Africa are quite unique – no other country uses these and you will need an adapter that can be bought at the airport or any electrical store or supermarket.



9.7 Time zone

In July South African time is one hour ahead of Greenwich Mean Time (GMT+1).

9.8 Telephone code

The South African country code 27 will allow you to call to South Africa from any other country. The code 27 is followed by an area code. The Pretoria area code is 012 (+27 12 xxxxxx). There is no area code if you are calling a mobile phone (cell phone).

9.9 Weather

July is midwinter in Pretoria, with daily high temperatures around 20°C (68°F), and an average temperature of around 13°C (55°F). Chances of rain in July are extremely slim. You will have lots of sunshine in daytime and cold nights. Buildings in South Africa are generally not that well insulated – so you will find it cold in the evenings. Most hotels have air conditioning, however, so no problems here. Sunrise will be at about 07:00 and sunset at about 17:30.

9.10 Liability and insurance

Please check the validity of your insurance before you travel. The Local Organising Committee does not accept any liability for personal injuries, or for the loss or damage to property belonging to conference participants (or their accompanying persons) either during or as a result of the conference.

9.11 Safety

The South African government is committed to nurturing and growing the tourist market and is aware of the challenges that stand in the way of healthy tourism growth. South African President, Cyril Ramaphosa, has committed to removing any unnecessary barriers that discourage travellers from coming to South Africa. To this end, the safety of all tourists is also of paramount importance to the South African tourism sector. Tourism creates much needed jobs and economic opportunities for many historically disadvantaged South Africans, often in areas where there are very few other opportunities.

The South African government is well aware that crime remains a challenge in our country, and is elevating the fight against crime and corruption as one of our top priorities, both to ensure the safety and security of our own citizens, as well as visitors to South Africa, who are so important to us. In fact, most of South Africa's popular tourist spots, including beaches, game reserves and shopping precincts are extremely safe by any standards. South Africa is working with tourism stakeholders and other government departments to make these places, and some of our urban precincts even safer and more tourist friendly.

Thankfully, South Africa has been spared the terrorist attacks experienced in many countries in the world. South Africa takes great pride in its cultural and religious diversity.

Most visits to South Africa are trouble-free, but you should take sensible precautions to protect your safety. Tourists in South Africa are the targets mainly of petty crime. Much of staying safe means following the safety rules you obey back home and following your intuition. There are certain areas that one should avoid but most areas are as safe as in most big cities in the world.

Pretoria is a fairly safe city and the Groenkloof area of Pretoria, where the conference will be hosted, is a very safe area - we travel there every day.

10. Accommodation

A variety of accommodation possibilities is available. At the cheaper end, we have arranged with a university residence on the Groenkloof campus to make rooms available. These

(about 100) rooms normally provide student accommodation and are quite basic with shared bathrooms and no airconditioning. The 2018 rate for this accommodation is R350 (€23) pp per night, which includes breakfast.

Most of the hotels are not very close to the campus. Hotels (or the conference organisers) will provide daily transport between the campus and hotels. There are also many B&B guesthouses not far from the campus, providing accommodation.

Some examples of hotels

Hotel 224 (about 7 km from the conference venue)
Rates between R920 (€62) (single) and R1200 (€80) (double)



Protea Hotel Hatfield (about 5 km from the conference venue)
Rates between R1220 (€81) (single) and R1420 (€95) (double)



Courtyard Hotel, Hatfield (about 5 km from the conference venue)
Rates between R1950 (€130) (single) and R2130 (€142) (double)

11. Dining and food

There are many restaurants close to the hotels as well as to the university. During the conference lunches and coffee and tea breaks will be provided on the campus. Provision can be made for halal, kosher, vegetarian food and special food (gluten-free, milk-free).

12. Conference excursions

According to the current budget, the only excursion that will be included in the registration fee for the conference will be a Pretoria city trip. Other excursions may require an additional fee. However, we are in the process of looking for additional financial support for the

conference, which could be used to (partially) support excursions such as these mentioned below. More details of the excursion tours will be included in the second announcement available in April 2019.

- ***The Cullinan diamond mine***



- ***The Lion Park close to Krugersdorp***



- ***Rietvlei nature reserve***



- ***The township Soweto including the Apartheid museum***



- ***Cradle of Humankind and Sterkfontein caves***

