

**Guidelines for the 92nd Annual Meeting
of the English Literary Society of Japan as a Web Conference**

As announced in the official document dated on 6 April 2020, the executive board of the English Literary Society of Japan (ELSJ) decided to hold the 92nd annual meeting as a web conference. The following are the guidelines for the web conference, and we would like to invite all the members of the ELSJ to register for the conference through the website of the ELSJ in July.

[Summary]

The web conference will be held through the creation of a special, limited-time, members-only* site on the website of the ELSJ (<http://www.elsj.org/>). The entrance to the special site will be managed with a login ID and password. ELSJ members will be able to register through a registration form that can be accessed from the same entrance page and, when they register correctly, they should receive an automatic confirmation email with their login ID and password.

The above web conference will be held for the following 10 days:

6 July (Mon) - 15 July (Wed) 2020

*N.B. If you are not a member of the ELSJ, you can still apply for temporary membership for the conference via e-mail (with this temporary membership, you can freely access the special conference site during the above period). Applications should be sent to: ejimu@elsj.org, with the subject title “Temporary membership application for the 92nd General Annual Meeting.” The application message should include the applicant’s name, affiliation, and a brief description of the reason for requesting the temporary membership for the conference. The application period is from 29 June (Mon) to 3 July (Fri) 2020. After we can confirm that the participation fee of 1,000 yen has been transferred to the account specified in the reply message from the secretariat, we would notify the applicant of the login ID and password.

[Details of the conference]

Following the ELSJ’s official document dated on 19 March 2020, the presentation at the web conference will be paper-based, and the presentation manuscripts and handouts should be presented as PDF files on the conference site.

For questions about the presentations on the web conference, we will build a common acceptance form for questions and comments. Through that common form, the questioner posts a question or comment with clarification of the target presenter(s) for his/her post. The contents of the submission will be automatically forwarded to the secretary of the conference management committee. Presenters will also communicate their responses to the questioners via the secretary. These exchanges will be exhibited as a ‘Questions and Answers’ page on the conference site.

[The Proceedings of the 92nd Annual Meeting]

There would be no change in the stylesheet for the proceedings of the 92nd Annual Meeting from the previous ones. However, the publication date would be about one month later than usual (mid to late August).