



6TH INTERNATIONAL SECRETARIAL SUMMIT
(3-6 SEPTEMBER 2006)
(GOLD COAST, AUSTRALIA)

2006 CALL FOR ABSTRACTS

Paper Submission Deadline: 7 June 2006
Electronic Submission Deadline: 21 June 2006

DEADLINES

Please note that the deadline for paper submission (7 June 2006) is earlier than the deadline for electronic submission (21 June 2006). These receipt deadlines are final. There can be no exceptions – please do not ask for special consideration. Abstracts received after the deadline will be returned. Abstracts may not be withdrawn. Please send abstracts and related correspondence to:

The Chair
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BROOKSIDE CENTRE, QUEENSLAND, 4053
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Tel: +61 7 3355 0251
Fax: +61 7 3355 0211
Email: abstracts@issummit.com

SUBMISSION METHODS

You may use one of the following submission methods:

1. Electronic Submission – Deadline: 21 June 2006

Complete abstract submissions must be received by **Friday, 21 June 2006, AEST**. If you intend to submit electronically, please refer to Papers A, B, C and D for more information. Please submit in Word format, according to the “Rules for Paper and Electronic Abstract Submission 2006 — Paper B”.

2. Paper Submission – Deadline: 7 June 2006

Complete abstract submissions must be received by **Friday, 7 June 2006, AEST**, to be considered for presentation. It is strongly recommended that authors (particularly those outside Australia) use a courier service to guarantee delivery on or before 7 June 2006. This is a receipt deadline, not a postmark deadline. Faxed submissions will not be accepted. Please refer to Papers A, B, C and D for more information.

3. Additional Abstract Submission

Abstracts may be submitted on clearly photocopied forms, according to the “Sample Abstract” behind Paper B.

PLEASE NOTE: The Australian Institute of Office Professionals is under no obligation to publish any abstract submitted.

For questions regarding abstract submission or notification, contact:

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