

## FAQ

### GENERAL

#### 1) What are the official dates of the 10th GCBSS 2019?

The official conference dates are 6-7 December, 2019 G Hotel Gurney Penang, Malaysia. Please keep check the schedule online at conference program tab for up-to-date information.

#### 2) I am an international attendee. How do I obtain a formal invitation letter to submit with my visa application?

Please complete the online registration first. When you have received your confirmation email, send an email to the 10th GCBSS Conference Committee at [register@gatenterprise.com](mailto:register@gatenterprise.com) or [admin@gcbss.org](mailto:admin@gcbss.org) with the following information:

Prefix

First Name

Last Name

Passport No

Job Title

Institution Name

Institution Address

City

State/Province

Postal Code

Country

Contact Phone Number

Contact Email Address

#### 3) Can I get an itemized receipt to submit to my accounting department?

Please contact the 10th GCBSS committee by phone at +603 2117 5006 or email at [admin@gcbss.org](mailto:admin@gcbss.org) for an itemized receipt.

#### 4) Should I stay at the conference hotel?

It is highly recommended for your convenience, but not necessary. For other accommodation options, you are free to search hotel booking websites.

## 5) What kind of technical equipment is provided for paper presentation at the conference?

- Laptop Computer
- LCD Data Projector

## 6) Can I deduct money transfer fee from the registration fee?

**No.** You must pay any bank transfer pay by yourself and cannot deduct any amount from the registration fee.

## 7) What is the length of Oral Paper Presentation?

Two types of parallel presentations: Abstract based presentation duration is 10-12 Minutes including Discussions. Full paper based presentation duration is 15-20 Minutes including Discussions.

## 8) Is there a Poster Paper Presentation Session?

Yes, the poster papers are included in the poster presentation sessions and the special issue of publication. We strongly request delegated to provide poster one week before the conference dates.

## 9) Is there E-session/visual Presentation facility available?

Yes, International/national authors are allowed to present their paper through SKYPE and the visual session paper will also be included in the special issue of journal publication if paper meets the merit.

## 10) Do you arrange accommodation and travelling services for the Conference participants?

No, Conference delegates should arrange their accommodation and travelling schedule. For guidance please visit [Accommodation.](#)

## 11) Can you arrange any conference tour or sightseeing after the conference end?

Yes. Conference tour of Penang is an additional event on 6 December, 2019. For details please visit [\*\*Conference Tour\*\*](#)

Can you sponsor me to visit Malaysia? Can you provide me financial assistance?

No. We don't have any financial assistance at the moment, the conference registration fees is already economical that offers utmost benefit plus publication cost sponsored by GATR.

13) Will my photo/videos be taken during the conference?

GCBSS takes photographs and videos during its meetings and events for use in Association advertising, newsletters, and other promotional materials, whether in print, electronic, or other media, including the GATR and conference websites. By participating in this conference you grant GCBSS Committee the right to use your name and photograph for such purposes.

14) I am interested in sponsorship opportunities. Whom should I contact?

Please contact Prof. Abd Rahim Muhammad at +603 2117 5006 or [admin@gcbss.org](mailto:admin@gcbss.org)

15) When is registration open?

Registration opens 6 December, 2019 at 8:00 A.M, In the Lobby of the G Hotel Gurney, Malaysia

## REGISTRATION

16) What are the registration fees?

Registration fees can be found in How to Pay tab. [Please click here](#)

17) What is included in Regular/Visual/Student presenter registration fee?

### **Admission to the welcome reception and parallel session**

7th Deans and Directors Networking Session  
Card holder, Printed name card  
Conference bag & Pen  
Printed presenter certificate

- Refereed Proceeding CD with ISBN
- Journal publication fees (**Sponsored by GATR**)
- Printed program Schedule
- Two coffee breaks each day
- International Buffet lunch daily
- GALA Dinner
- Penang Tour

## 18) What is included in observer registration fee?

### **Admission to the welcome reception and all session**

- Card holder, Printed name card
- Conference bag & Pen
- Printed program Schedule
- Two coffee breaks each day
- International Buffet lunch daily
- GALA Dinner
- Penang Tour

## 19) Will I receive my registration materials in the mail?

Registration materials are not mailed prior to the conference; they will be available for pick-up beginning 8:00 a.m. on 6-7 December, 2019 in the Lobby of G Hotel Gurney. We also courier on special request after conference closing date in a week time.

## 20) Can I register for a day only?

We do not allow day registration. You need to pay full registration fee but you can stay a day.

## 21) I cannot attend the conference. Can I send a colleague in my Place?

Substitutions are allowed with the written authorization of the registrant who is unable to attend. You must notify us by email at least 48 hrs. In advance of the conference if you wish to send a substitute participant. Send an email to [admin@gcbss.org](mailto:admin@gcbss.org) or bring a signed letter to the onsite registration counter, along with a new completed registration form.

## 22) If I am unable to attend the conference, how do I cancel my Registration?

You may cancel without penalty if written cancellation request are received up to and including 45 days prior to the start of the conference and get full fee credit voucher. A credit voucher less 50% of the registration fee will be issued for written requests received up to and including 25 days prior to the start of the conference. No refunds or credits will be issued on cancellation requests received

less than 25 days prior to the start of the event. No liability is assumed by Global Conference on Business and Social Science for changes in program, date, content, speakers or venue. Send an email to [admin@gcbss.org](mailto:admin@gcbss.org)

### 23) Can Lecturer/employed cum Student can pay student fee?

Lecturer and any employed are not allowed avail student fee. Only pure fulltime student can able to avail student rate on the submission of valid student ID card and Letter from the Faculty Dean.

### 24) Can lead author request for additional certificate for his co-author?

For additional Certificates for co-authors needs to pay USD 100 for each additional certificate.

## PUBLICATION

### 25) I have submitted only abstract and when should I submit Full Paper Now? Can I change the name of the author or paper title after I submit the paper? Can I change the title and author's name in the draft conference program?

You can submit full paper before the submission deadline. You can make changes with the approval of organizing committee before the publication of final manuscript. For inquiry: [admin@gcbss.org](mailto:admin@gcbss.org)

### 26) Where can I find instructions for paper composition?

The Instruction and Paper Template can be found in the Author Guideline. [Please click here](#)

### 27) Can I use my paper in some other conference at same time?

No, Papers should be original contributions and should not be under consideration for any other conference or publication at the same time.

### 28) Is there any page length limit for journal/conference papers?

Yes. Pages limit vary publisher to publisher, organizing committee advice to prepare full paper between 8 pages (including reference and figures) in length.

29) What if my paper exceed from 8 pages?

If the length exceeds from 8 pages, the authors are required to pay a publication fees of USD 25. (But take prior permission from Guest Editor).

30) What format is required for the submission of paper?

Abstracts/full Papers must be in doc/docx format through online registration form [Please click here](#) and submitted through electronically email at [submission@gcbss.org](mailto:submission@gcbss.org)

31) How many authors are allowed in each manuscript?

If number of authors are more than two in the manuscript authors are required to pay additional fees USD 50 for each additional author name.

32) What are the criteria of selection of conference papers for Journal publication?

Conference would accept all types of papers with innovative ideas and recognized as outstanding papers among the review committee. All accepted full Papers will be published in the regular/special issue of the high indexed journals.

33) Where is the conference proceedings/journal articles indexed in?

All accepted papers will be published in the regular/special issue of the Journals indexed in **ISI (Thomson Reuters)** and **SOPOUS (Elsevier)**. For more details please visit [Publication Opportunity](#).

34) Is there any print journal copy of the publication?

Yes. Few journals also offer print copy that cost USD 25 per journal copy. Authors, normally communicate once their publication finalized.

**For further queries please write at [info@gcbss.org](mailto:info@gcbss.org)**