#### GRFCG 2<sup>ND</sup> INTERNATIONAL CONFERENCE FREQUENTLY ASKED QUESTIONS FOR REGISTRATION AND PRESENTATION

#### By when do I need to register for the conference?

Early Bird Registration - 15th August 2022

Last Date for Authors' Registration -25th August 2022

What is the registration fees?

#### **Delegates from India**

#### Early Bird Registration (till 15th August 2022):

For GRFCG Members:	INR 2500			
For Research Scholars:	INR 2500			
For Academicians:	INR 3000			
For Corporates:	INR 4000			
After 15th August 2022:	INR 4000			
Delegates from outside India				

Early Bird Registration (till 15th August 2022): USD 275 After 15th August, 2022: USD 350

#### How do I register for the conference?

**Option 1** –

# **Preferred Mode is NEFT/IMPS**

The payment may be made online through NEFT/IMPS mode.

#### Account Name: Global Research Foundation for Corporate Governance

Account number: 6733035801

IFSC Code: IDIB000M102

Bank name: Indian Bank

33 Pratap Nagar

Mayur Vihar Phase 1.

Delhi 110091.

#### **Option 2**

Payment can be also made using the Payment Gateway of GRFCG.

# Note: Please don't refresh the page while the payment is being processed

#### What are the deliverables that I will get after registering?

Deliverables include welcome kit, breakfast, lunch, high tea, networking with researchers, faculty members, professors, professionals and people from the industry across 130 different institutions both national and international.

When will the conference take place? Where is it located? The 2022 International Conference of Global Research Foundation for Corporate Governance will take place on September 10-11, 2022 at the Indian Law Institute, Opposite Supreme Court of India, Bhagwan Das Road, New Delhi, India – 110001.

#### How will be weather around the conference dates?

In September, during the daytime - the average temperature fluctuates around 34°C and 21°C at night. Delhi usually witnesses pleasant weather in month of September with occasional rainfall.

How can Ι reserve hotel what a room, and are the rates? The conference participants need to make hotel reservation on their own as per their travel plans. Some of the hotels booking websites are MAKEMYTIP.COM, YATRA.COM, TRIPADVISOR.COM, etc. The rates may vary from Rs. 2000 to Rs. 20000 depending on the hotel category, location, amenities etc. For final rates, the participants may contact the hotels directly.

#### Will there be speakers/presenters from abroad?

Yes. We have already received consent from eminent academicians from USA, Netherlands, Chile. More confirmations from foreign speakers are in the pipeline.

#### .Do I get any registration discount on account of being a member of GRFCG?

The members of GRFCG can register themselves for the conference at a discounted rate of INR 2500, if they register on or before 15<sup>th</sup> August 2022. No discounted rates will be applicable for registrations done after 15<sup>th</sup> August 2022.

#### I am a research scholar/ student. How should I register myself?

A research scholar/ student can register for conference by making payment of INR 2500, if they register on or before 15<sup>th</sup> August 2022. No discounted rates will be applicable for registrations done after 15<sup>th</sup> August 2022.

In case you are registering yourself as research scholar/ student, you are required to send a valid ID proof exhibiting your affiliation as research scholar/ student at <u>info@grfcg.in</u>.

#### How can I be sure that you have received my paper successfully?

You will receive an acknowledgement mail when your paper is received. You can also check the status of your submitted paper on Easy Chair.

### Acceptance / rejection mail had been sent to corresponding authors

#### Is the conference schedule available?

The conference schedule will be uploaded on the website by the last week of August, 2022.

#### Will I receive a certificate of attendance?

A certificate of participation will be given to all the registered participants who attend the conference or present a paper.

# My paper has co-authors. But only one of us will attend the conference and present the paper. Will other registered authors get the certificate of presentation?

The certificate will be issued only in the name of registered author/participant. We advise all the co-authors to register separately for the conference in order to get the certificate for each author.

# My paper has co-authors. I have received comments from reviewer for revisions. Can my co-author do the revision and re-submit the paper?

In case of multiple authors, one of the authors should identify himself/herself as corresponding author. All communications should **ONLY** be done by him/her.

The author is not supposed to submit the paper again though they may incorporate the comments in the presentation during conference.

#### Can I submit more than one paper to the same conference?

Yes, you can submit additional papers. However, registration fee will be applicable separately for each paper.

#### I am co-author in multiple papers; do I have to register separately for each paper?

You need to register once as per your classification and you will receive one registration kit at the time of conference.

#### We have more than two papers accepted, can one co author present all the three papers and certificate of presentation be given to all the co authors?

One author can not present more than two papers in the conference. To get the certificate of presentation the author should be registered and present in the conference.

# We are having three papers accepted in the conference in the name of three co authors; do we need to pay registration fee for all three papers by all three authors?

Each one unique author can register for at least one paper, therefore registering and scheduling the presentation of all three papers. The authors who are registered and are present in the conference shall get certification of presentation and participation. For eg A,B and C are three co authors having paper no 80,81,82, and want all three papers to be presented with certificate of presentation for all three. In such case, A can register for paper no 80. B can register for paper no 81 and C can register for paper no 82 making all three papers part of presentation schedule and all three co- authors registered and present in the conference will get certificate.

#### Can I present a paper "In Absentia"?

We greatly encourage actual attendance of the presenters in the conference. However, in some cases, authors may be allowed to contribute a paper in absentia. In such cases, the conference certificate will be given bearing the fact of in absentia contribution and also an additional 25% on the applicable registration fee will be required to be paid.

#### Is there a Best Paper Award?

Yes. The full papers submitted for conference will be considered for three Best paper Awards. Award will be adjudged on the basis of both the quality of the paper addressing conference theme and the presentation by the researcher on the day of the convention.

#### Is it possible to change my presentation day/session on the final program?

It is not possible to change the presentation day/session on the final program. However, depending on the availability, session co-ordinator/chairs will assist in accommodating changes to the conference program to allow you to present your paper at your requested time slot/day during the conference.

#### How much time will I get for presenting my Paper?

Each presenter will get 15 minutes time out of which 10 minutes will be for presentation and 5 minutes will be for discussion. However, this is indicative and subject to change.

#### I'm a presenter - is there a PowerPoint template I should be using?

A sample template for presentation along with some basic guidelines will be sent to the final presenters on their registered mail id.

#### Are there publication opportunities if my paper is accepted?

Yes, an eminent jury of experts will select a few papers out of the submitted papers for publication in Special edition of our journal *'Corporate Governance Insights'*. However, acceptance of paper presentation in conference does not automatically mean that the paper will be published as well.

#### I only want to attend one day of the conference, is that possible?

The registration is valid for both the days and you may chose to attend as per your itinerary. However, the organizing team suggests all the participants to attend the conference on both days to get a holistic view on various facets of discussions related to corporate governance, CSR, and other allied areas.

# I just want to attend one session. Is that possible to do without registering for the conference?

We regret to inform that unregistered attendees will not be permitted in any of the sessions.

Whatisthecancellationpolicyfortheconference?No refunds for cancellation of registrations are admissible.

#### How can my organization become a conference sponsor?

There are limited sponsorship opportunities available, so act early. To become a sponsor and for more information, please mail at <u>info@grfcg.in</u>

#### Can I advertise in the conference program?

There are limited opportunities for advertisements and only in prescribed formats. For any such opportunities you can contact at <u>info@grfcg.in.</u>

#### I am an overseas participant and need a letter of invitation before I can receive my visa. What is the procedure?

On full payment of conference registration fees, the participant may request an invitation letter by sending a mail at <u>info@grfcg.in</u>. No invitation letter will be sent to unregistered or unpaid participants. The organizers also reserve the right to refuse to provide invitation letters for attendees. Please note that no further assistance would be possible from the conference organizers for visa application process. It is the sole responsibility of the participant to handle visa process.

My	question	is	not	listed	here.	Whom	do	Ι	contact?
Please	contact <u>info</u>	<u>@grfcg</u> .	<u>in</u> for as	sistance.					

### <u>Steps to pay Online Fee for the 2<sup>nd</sup> International Conference organised by</u> <u>Global Research Foundation for Corporate Governance</u>

# **Option 1**- **Preferred Mode is NEFT/IMPS**

### The payment may be made online through NEFT/IMPS mode.

Account number: 6733035801

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Delhi 110091.

### Option 2

# Note: Please don't refresh the page while the payment is being processed

Payment can be also made using the Payment Gateway of GRFCG. Steps are given below:

**Step 1:** Visit link of the 2<sup>nd</sup> International conference on the GRFCG Website using the following link

https://grfcg.in/event/2nd-international-conference-on-revisiting-businessand-corporate-governance/

## Scroll down and click on the 'Click Here' tab

Delegates from India	Delegates from outside India'
For GRFCG Members: IMR2500	USD 275
For Research Scholars: INR 2500	USD 275
For Academicians; INR 3000	USD 275
For Corporates: INR 4000	USD 275
INR 4000	USD 350
	For GRPCG Members: INR2500 For Research Scholars: INR 2500 For Academicians: INR 3000 For Corporates: INR 4000

Step 3: You would be redirected to the following page



#### Global Research Foundation for Corporate Governance

#### ATTENTION: Dear User Please Read the Below Mentioned Instructions Carefully

- · Please keep a copy of the fee payment receipt in hardcopy or softcopy for future reference
- For any clarifications, please contact support@sabpaisain or call us at 011 41733223

Payment Instructions
Online Payment Form

#### INSTRUCTIONS FOR PAYMENT FORM

- IMPORTANT Some Useful Steps For Candidate
- e-Receipt
- Step-1- Select Payment Form Tab then Start filling your Online Form (Red button will appear once you click)
- the checkbox. Click once more on the red button to open the Online Form
- Step-2 -Select Payment Form
- · Step-3 Fill Up the Payment Form
- · Step-4 Next is Summary Page, please check all the details are correct
- Step-5 Next, go to the payment page and pay the charges according to your suitability i.e ( Debit Card, Credit Card, Netbanking, UPI, Wallet, Cash Challan and NEFT)
- NOTICE "The form will be considered invalid without Payment". Please keep a copy of the application and fee payment receipt in hardcopy or softcopy for future reference

#### Instruction for making payment and E-Receipt:

- After reaching payment page please choose mode of payment carefully.
- Don't Cancel / Refresh payment page while processing.
- · After making successful payment, page will redirect to E-Receipt.
- An E-Receipt is an electronic document with a unique confirmation number given to remitter in place of a paper receipt.
- This site is best viewed in 1024x768 resolution in Chrome Browser

Step 4: Read the instructions carefully and click on 'Online Payment Form'



Click on the check box after which 'Fill up the Form' button would come, Click on that

#### Giobal Research Foundation for Corporate Governance

ted to Form
ou wish to Pay
and hence proceed for filling the form to pay the fee.
up the form
-

<u>Step 5</u> : After clicking on the "Fill up the Form" button, you would be redirected to the payment page that would look as :

Get Started	Form Fill	Summary
	QwikForms	
	Select.* Conference Fees	•
	Submit	
Mandatory fields are marked with an astensk (*)     QwikForms is a unique service powered by SabP		al institutions. Online taxes, and/or an
corporates/institutions.		

And click on Submit

## <u>Step 6</u>: The following page would appear

Get Started	Form Fill	Summary
Feas		
Select	-Select an option-	•
	Back Go	
<ul> <li>Mandatory fields are marked with an asterisk (*)</li> <li>QwikForms is a unique service powered by SabPaisa for corporates/institutions.</li> </ul>	paying fees, taxes, utility bill online to educatio	nal institutions. Online taxes, and/or any other

## Select the option – Conference fees and click on Go

Get Started	Form Fill	Summary
	Online Conference Fees	
sic Information Form Fill Up		
sic Information Form Fill Up	Back Next	

### Click on **Next**

Sic Information       Form Fill Up         Name *       Alphabets Only         Mobile Number *	
Mobile Number *	
Mobile Number *	
Email ID * Conference Title *	
Conference Title *	
Type of Delegates * Please Select an Option	
	~
Institution	
Paper ID	
Paper Title	
Amount to Pay * Please Select an Option	~

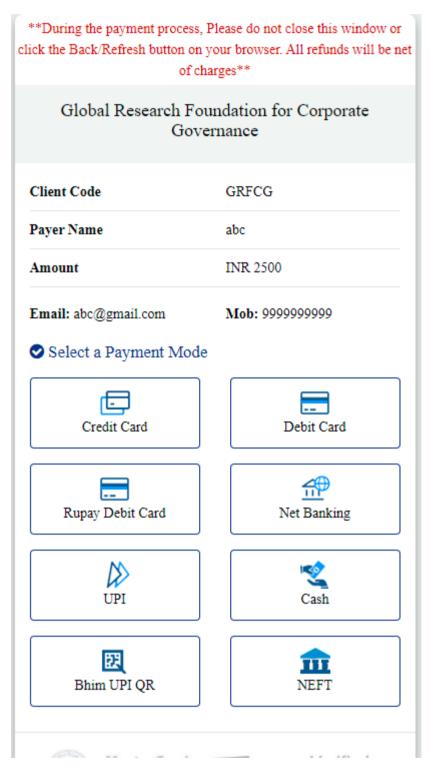
Fill the above details and click on Submit

You will get your details, Save them for future reference as well

	Please review the Captured Form Data
Name	abc
Mobile Number	9999999999
Email ID	abc@gmail.com
Conference Title	2nd
Type of Delegates	GRFCG Members
Institution	abc
Paper ID	abc
Paper Title	abc
Amount to Pay	2500
Form Id	1121072322065200827776
Name:	abc
Contact	.9999999999
Email	abc@gmail.com
Amount to Pay	Rs. 2500.0
	$\Box$ Please agree with the terms & condition , and check the checkbox to proceed further
	Go Back Previous Print

Tick the check box and click on PROCEED that will pop up after checking the box

You will be redirected to the payment page



Select the payment preference and make the payment.