

Submission Guidelines

Key dates

- Submissions open - 17 October
- Submission close - 11 November
- Reviews complete - 20 November
- Author notifications - 22 November
- Re-submissions with edits - 25 November
- Preliminary programme published - 09 December

Submission topics

Our conference theme this year is **New Horizons: Shaping the Digital Future of Research in Aotearoa.**

Our Call for Submissions is built around four key pillars:

- **Shaping new futures** - Speakers from a range of disciplines showcasing researchers operating at the cutting edge of their field.
- **Evolution of eResearch Infrastructure** - Enablers / infrastructure work streams discussing the trends and/or showcasing how researchers are using developments in technology to further their research.
- **Growing and supporting our people** - Speakers from a range of disciplines focused on retaining and developing talent, and building communities of practice.
- **Embedding Te Tiriti** - Speakers exploring and celebrating what best practice looks like.

Types of Submissions

Type	Session Length	Details
Lightning Talk / Poster	5 minutes	Lightning Talks or Posters are focused 5 minute presentations meant to "ignite" the audience on a subject, generate awareness,

		and to stimulate thought and action on the subject.
Oral Presentation	15 minutes	Presentations should be ~15 minutes, with an additional 5 minutes allocated for questions or follow-up discussion.
Birds-of-a-Feather (BoF)	60 minutes	BoFs are informal sessions, often used to start a conversation on a particular topic or gather like-minded people for community-building or knowledge-sharing.
Workshops	½ or full day	Workshops are scheduled within the main programme unless otherwise requested to be a pre- or post-conference session.

Notes:

- *We ask that all proposals reflect our conference's commitment to diversity, equity and inclusion by including a mix of speakers in terms of gender, ethnicity, career stage, institutional affiliation, etc.*
- *We reserve the right to accept your proposal under a different submission type than originally submitted. If any changes are expected, we will discuss them with you as part of the programme assembly process.*
- *Platinum and Gold sponsors have a designated speaking slot in the programme. Any other vendor submissions will be reviewed by the Programme Committee and accepted or declined at the discretion of the Committee to ensure a balanced programme.*

Submission Instructions

Preparing your abstract

- Download the Abstract Submission Template (Microsoft Word file)
 - All Abstracts must use the submission template provided. These will be published as submitted on the conference website, so please check thoroughly for spelling and grammar.
- Populate the template with your session information:
 - Abstract title
 - Names, affiliations and email addresses of the presenting Author and any co-author(s)
 - Abstract text (max. length 500 words, excluding Title, Authors and Biography)

- Biography of presenting Author (max. length 200 words)

Uploading your abstract

- Visit the conference submission portal
- Create a new submission using your session information:
 - Abstract title
 - Name, affiliation and contact details of the presenting Author
 - Preferred presentation type
- Confirm whether you give Organising Committee permission to:
 - include your Abstract in the conference proceedings (published online via the conference website)
 - share a final version of your presentation slides (published online via the eResearch NZ Figshare space)
 - share a recording of your presentation (published online via the eResearch NZ YouTube Channel)
- Confirm your acknowledgement that the presenting Author will register and attend eResearch NZ conference 2025

Evaluation of Abstracts

All submissions will be reviewed using the following criteria:

- relevance to the conference theme and four key pillars of the conference
- originality and degree of engagement with the eResearch community
- relevance and applicability to the audience
- additional consideration will be given to early career researchers, people of minority groups, and those who lend diverse perspectives

All authors will receive an email confirming the acceptance outcome of their proposal and with any feedback received from the reviewers.

More information

If you have questions about anything mentioned in these Submission Guidelines, please contact eResearchNZConference@auckland.ac.nz.