



CALL FOR SUBMISSIONS GUIDELINES

IMPORTANT DATES

- Call for Submissions Announcement: July 8, 2026
- **ABSTRACT SUBMISSIONS:** Abstract Submission Deadline: September 1, 2026
- Notification of Acceptance: October 30, 2026
- Full Paper Submission Deadline: January 15, 2027
 - *Revisions may be requested where applicable*

SUBMISSION CATEGORIES

- Research Papers
- Poster Presentations
- Oral Presentations
 - An oral presentation can also be made by individuals (e.g. students) who may have a research idea they wish to share for feedback

SUBMISSION GUIDELINES

ABSTRACTS

Research Paper:

- **Length:** Maximum 300 words
- **Format:** Word document
- **Content:** Must include:
 - Title of the paper/poster/presentation

- Author(s) and affiliation(s)
- Sub-theme alignment
- Keywords (3–5)
- Summary of objectives, methodology, key findings and relevance to the conference theme

Oral Presentation & Digital Poster

- **Length:** Maximum 200 words
- **Format:** Word document
- **Content:** Must include:
 - Title of the oral presentation or digital poster
 - Author(s) and affiliation(s)
 - Sub-theme alignment
 - A Brief Description of Your Work

FULL SUBMISSIONS

Research Papers

- **Length:** 3000 to 5000 words (excluding references and appendices)
- **Format:** Microsoft Word
- **Style Guide:** APA Manual 7th Edition
- **Structure:**
 - Title Page
 - Abstract
 - Introduction
 - Methodology
 - Results/Findings

- Discussion
- Conclusion and Recommendations
- References
- Appendices
- **Language:** United Kingdom English

Digital Poster Presentations

- **Orientation:** Landscape
- **Format:** PDF or high-resolution PNG
- **Content:** Should include:
 - Title
 - Author(s) and affiliation(s)
 - Structure (Introduction, Key Points, Conclusion)
 - Visuals (charts, graphs, images) encouraged (Two or less per slide)
- **Design Tips**
 - Font: Arial, Calibri or Aptos
 - Minimum font size: 48 pt
 - Limited text
 - Test readability from 2 or 3 metres away before submission
 - Visuals (charts, graphs, images) encouraged

Oral Presentations* (PowerPoint to be submitted)

- **Duration:** 20 to 25 minutes for presentation and 15 minutes for Q & A
- **Format:** Microsoft PowerPoint
- **Content:** Should include:
 - Title slide with presenter information
 - Structure (Introduction, Key Points, Conclusion)

- Font: Arial, Calibri or Aptos
- Minimum font size: 14 pt
- Visuals (charts, graphs, images) encouraged (Two or less per slide) ○

Minimal text per slide

* This also applies to participants who submitted Research Papers and are interested in presenting.

Full Conference Details are available on our webpage:

global.uwi.edu/climate-conference-2027

For Enquiries, contact:

climate.conference.gc@uwi.edu