



Your Presentation Has Been Approved

Abstract ID#: ID#

Format: Paper or Poster

Title of Paper or Poster: Title

Session: Session name, if applicable

Dear:

Thank you for submitting your abstract for presentation at IAIA19, "Evolution or Revolution: Where Next for Impact Assessment?" to be held 29 April – 2 May in Brisbane, Australia.

Your abstract has been accepted

I have reviewed your paper abstract and found that it meets preliminary acceptance requirements set forth by the Program Committee.

Congratulations - you may begin making your conference plans! Please save this message for reference.

Presenting author registration

Confirmation of your presentation on the final schedule is contingent upon receipt in IAIA Headquarters (HQ) of the presenting author's registration and full payment of fees before 25 January 2019. If you have extenuating circumstances which would require later payment, please contact info@iaia.org prior to 25 January to make arrangements. As of 25 January, your presentation will be dropped from the program if you are not yet registered with fees paid in full and have not contacted IAIA to make other arrangements. You must attend and present the paper at the conference in order to be included in the program and proceedings.

The preliminary program, including registration materials, is posted online (<http://conferences.iaia.org/2019/program.php>). The registrar at HQ will provide confirmation when your registration and fees have been received and processed.

Please note that IAIA does not have funds available to pay registration and/or travel expenses for program participants.

Presenting author substitutions

Substitutions for presenting authors may be made until 25 January. The substitute must be registered for the conference at the time of the substitution, must be an original co-author, must not exceed the two-sessions-per person rule, and will be listed as the presenting author in conference materials. Please contact jen@iaia.org with the presenting author's name; the substitute's name, e-mail address, organization, country, and short (30-word maximum) bio; and the abstract name and number.

No other changes to your submission are accepted after 19 October 2018.

Notification of presentation time

You will receive final confirmation of your place on the program as well as specific details and information about your session between 26 March – 5 April (contingent upon your registration and payment of fees by 25 January).

Please note that individual requests for specific presentation dates and/or times cannot be addressed due to the very large number of presentations and other factors that the program committee must consider when scheduling the overall program.

Papers/Online proceedings

The submission of a paper is optional, but strongly encouraged. The intent is to post draft papers before the conference to inform preparations for on-site discussions, and to post final papers following the conference so that you can incorporate suggestions from delegates in your final version, which will be included in the online conference proceedings.

Papers must be no longer than 2,000 words (approximately five pages in length), of which a minimum of 1,200 words must be written in English and the remaining 800 words may be done in the language of your choice. References are additional, which may bring the total word limit to 2,500 words; this limit is strictly applied. Papers should be no more than 1 MB in size (to minimize e-mailing problems); and prepared in MS Word with the file name in this format: Abstract submission ID number_Primary author's family name_First Four Words of Title. Draft papers should be uploaded to <http://conferences.iaia.org/2019/submit-draft-papers.php> by 29 April. Final papers should be uploaded to <http://conferences.iaia.org/2019/submit-revised-papers.php> by 26 June. Please note that you must be registered, with fees paid, by 25 January and you must make your presentation at the conference in order to have your paper published in the online proceedings.

Please do not hesitate to request guidance regarding the paper submission and review process from Jen at IAIA HQ (jen@iaia.org).

Questions?

Feel free to contact me, or IAIA HQ (jen@iaia.org), if you have any questions about your abstract submission or the session. Please reference your abstract number when contacting us. This will help us to respond to you most quickly and accurately.

Thank you for your interest, and we look forward to working with you on a successful conference.

Reviewer's Name

IAIA19 Session Chair

IAIA19 Conference Chair: Lachlan Wilkinson

Please save this information for reference.