

# SUSTAINABILITY AND DEVELOPMENT CONFERENCE

## 2022 ABSTRACT GUIDELINES

You may submit multiple abstracts. To ensure equity and diversity across presentations, however, we may allocate one oral presentation per presenter where multiple abstracts are accepted. Additional abstracts may be accepted as lightning talks or posters.

Abstracts for **oral presentation and posters** should be no more than 350 words. They should follow the structure below to convey the most salient features of your work:

- 1) Open with a jargon-free sentence or two, providing a basic introduction to your work that is understandable to a broad audience (students, scholars, practitioners, policy-makers, donors, non-government organization representatives, grassroots organizations, etc.) interested in sustainability and development issues. It should clearly state the general problem (within the sustainability and development domain and focusing on a key meeting theme);
- 2) Two to three sentences that provide more detailed information about the situated/on-the-ground context and relevance of your work that can be understood by an audience from diverse disciplines, sectors, and geographies;
- 3) Two or three sentences summarizing the methodology, approach, and main findings (please use the phrase, “Our/My study finds,” or “We/I show” or equivalent);
- 4) Two or three sentences explaining the scholarly significance **and** practical application (the “so what”) of the main findings and argument, especially as compared to what is already known;
- 5) One or two sentences that situate the results in a more general context, framed by the relevant meeting theme.

**Accepted abstracts for oral presentations** will be organized into sessions according to thematic fit. Presenters will be responsible for preparing TWO presentations.

- 1) A 5-7\* minute pre-recorded presentation. This must be uploaded to the Speaker Resource Center, and organizers will include it in the Conference Resource Library as a resource for all conference attendees. Conference organizers will provide instructions for recording, saving, and uploading this presentation.

2) A 3-5\* minute presentation that you will present in the session, via live webinar. You will share your screen during your presentation.

\*Approximate presentation lengths (to be finalized with conference agenda development).

Conference organizers will invite one session speaker to be a discussant for the session. Discussants will receive a registration discount.

Conference attendees will be able to view pre-recorded presentations in advance, view the live presentations, and engage with speakers via several engagement features in CVENT, including Chat, Q&A, and polls/surveys.

**Accepted abstracts for posters** will be organized into a poster gallery, within the online conference platform. Presenters will be responsible for uploading their poster to their online conference profile, after they have registered for the conference. Conference organizers will provide instructions for creating and uploading the poster.

Conference attendees will be able to view the posters at any time during the event, leave comments for the author, and engage in chat conversations with the author (if both parties select the online/chat option within their conference profile).

\*Pending conference size, live poster sessions chats may be scheduled, to increase online engagement between participants.

### **PRE-ORGANIZED SESSION GUIDELINES**

SDC also encourages the submission of pre-organized session panels. Session organizers are responsible for organizing and/or publicizing the proposed session, soliciting abstracts, and selecting the abstracts for submission to the SDC call for abstracts. The session organizer must notify the session submitters of their decision to accept or decline the abstract within 5 days of the SDC abstract deadline. This gives the declined submitters an opportunity to submit as an independent abstract, if not chosen for your organized session.

- One session typically includes 4 oral presentations. 5 may be allowed, with reduced presentation time for each presentation.
- Sessions could focus on a single topic, be a collection of related topics, present a series of book critiques, etc. Other ideas are welcome.
- Session abstracts must also follow the main abstract guidelines above.

## Submission Directions

- Each session abstract must be submitted as a “Pre-organized session” abstract.
- Each session abstract submission must indicate the same session organizer. Answer the question by giving the full name of the session organizer.
- One “session description” abstract must also be submitted, which describes the overall focus of the pre-organized session and lists the names of the individual session contributors. Important: Please include the words “SESSION DESCRIPTION\_ORGANIZER LAST NAME” at the end of the abstract TITLE (E.G. "The impacts of the COVID-19 Pandemic on forest resource -based livelihoods: A multi-country analysis SESSION DESCRIPTION\_LAWTON").

## WORKSHOPS

Workshop abstracts should follow the description structure below to convey the most salient features of your workshop. You must provide the workshop objectives, a draft agenda, and the key knowledge/tools to be acquired by the participants. Workshops are organized and facilitated by the person(s) submitting the abstract, with some assistance from the SDC Resource Team. Attendance will be capped at 20 participants (not including a maximum of 3 facilitators). The workshop length is 60-90 minutes.

Please review workshops from SDC 2018 <https://umsusdev.org/2018-conference/workshops/> and SDC 2019 <https://umsustdev.org/2019-conference/workshops/>. \*Please note that these workshops were conducted in-person and were 2-3 hours long. The workshops for the 2022 SDC will be online and free of charge.

- 1) A jargon-free sentence or two providing a basic introduction to your workshop, so that it is understandable to a broad audience (students, scholars, practitioners, policy-makers, donors, non-government organization representatives, grassroots organizations, etc.) interested in sustainability and development issues;
- 2) Two to three sentences that provide more detailed information about the context and relevance of your workshop that can be understood by an audience from diverse disciplines, sectors, geographies;

3) Two or three sentences clearly stating the practical objectives of your workshop. For example, introducing a specific tool, skills, dataset, methodology, or facilitating an interactive discussion/debate around an emerging topic, tool, etc);

4) Two or three sentences summarizing the workshop methodology and format with specific learning/participatory activities and expected outcomes.

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