Guide to Submissions

NZPsS annual conference

All submissions to be made via the online submission form on the NZPsS website:
https://www.psychology.org.nz/events/annual-conference/abstract-submission-form

Oral Presentations (Individual papers)

Individual papers may be offered by any participant. Individual papers will be presented in conference sessions identified as "Individual Papers" and, where possible, with an additional indication of a general theme (e.g. "experimental psychology"). There are limited places for short paper presentations and we primarily reserve these for academic research.

Time allowed: 15 minutes plus 5 minutes for Q & A

Psychology Snippets

These are a PechaKucha-style presentation. 20 slides are shown for 20 seconds each. Focus on telling a coherent story that engages the audience by communicating effectively about your research project and findings and key psychological concepts. These presentations are eligible for the **NZPsS student prizes**. It is expected that students will present in this format (or as a poster presentation).

Time allowed: 6 minutes and 40 seconds, plus 3 minutes for Q & A

Rapid Communication Poster Sessions:

These sessions offer presenters an opportunity to display research findings in an exciting and visually stimulating format. The posters will be displayed for the duration of the whole conference to provide presenters with maximum exposure. Poster submissions should be made in the same way as paper presentations, using the abstract submission form. The maximum space allocation per poster is 1200mm wide x 1500mm. Include a section at the top containing the poster title, name/s of author/s and their affiliation/s. Ensure the poster material is large enough to be viewed from a distance of one meter. Keep any drawings and charts clear and simple. Presenters speak for 5 minutes about their poster and leave 5 minutes for questions from the audience.

These presentations are eligible for the **NZPsS student prizes**. It is expected that students will present in this format (or as a Psychology Snippet presentation).

Time allowed: 5 minutes plus 5 minutes for Q & A

Mini-Workshops

Mini-workshops can be either 1 or 2 hours in length and run concurrent with the conference programme. They encourage active, hands-on involvement of all attending.
Time allowed: up to 2 hours

Symposium

A symposium consists of several papers presented on a similar topic. The symposium organiser normally acts as chair of the symposium session(s). There may be one or more discussants to draw the symposium to a conclusion. Please ensure that your submission for a symposium includes the following:

- Symposium title
- Subject area
- Symposium length and preferred time slot
- Full contact details for symposium organiser and chair
- Details of presentations and presenters (Name, Affiliation, Email, Presentation Title and short description)
- If preferred, the organiser can also send all papers by email in one Word document to pd@psychology.org.nz

Time allowed: Varies, please state time required

Forum

This is an interactive stream of presentations on a set theme by a panel of experts with a chair. Panel members present on a set topic and questions follow the presentations. Forums vary in length. Forum submissions should include:

- Background information about the forum/panel topic
- Forum length and preferred time slot
- Full contact details of the forum organiser
- Details for proposed presenters and forum/panel chair (Name, Affiliation, Email)
- If preferred, the organiser can also send all information by email in one Word document to pd@psychology.org.nz

Time allowed: Varies, please state time required

Submission Process

How to make a submission

Complete all sections of the online submission form:-
https://www.psychology.org.nz/events/annual- conference/abstract-submission-form

- Please make sure you provide a full and complete abstract so the Academic Committee can understand your presentation. Please proof your submission for spelling and grammar.
- Please make sure you include current email and phone numbers *and* notify any changes in these ASAP.
- All submissions will be reviewed by the Academic Review Panel and you will be notified of the outcome of this process. This can take up to 6 weeks after the submission portal closes.
- If you encounter any difficulties with the online process please email your submission to pd@psychology.org.nz
- Please note that all presenters will be required to register and pay for the conference for the day that they are presenting and any other days of attendance.
- Presenters are asked to avoid reading their paper verbatim. Emphasis should be on interaction with the audience. All presentation rooms will offer screens and data projection and have PC laptops available with at least MS PowerPoint.

We look forward to receiving your submissions by 30 April

Can we assist you? Please make contact with the Conference Coordinator on
pd@psychology.org.nz