

## [IIC Wellington Congress 2022 - Author Instructions](#)

# IIC Wellington Congress 2022 - Author Instructions

**5th to 9th Sept, 2022**

#IICCongress

[Venue and Accommodation](#)

[Registration](#)

[Programme](#)

## Past Congresses

### Congresses

- [2024 Lima](#)
- [2022 Wellington](#)

## Instructions for paper and poster contributors

### Posters

Guidance for submitting poster abstracts (max. 600 words) and posters in 16:9 Aspect Ratio for viewing on the Congress platform can be found [here](#) along with the [congress logo](#) for use on your poster, [recording instructions](#) for a 3-minute presentation and [copyright release form](#).

**Deadline** for submitting poster abstracts and posters to [EasyChair](#) is **30 April 2022**.

**Deadline** for submitting a short recorded 3-minute presentation, which must be uploaded as an MP4 file (maximum file size is 300MB), biographies and photographs plus copyright release forms, to EasyChair is **31 May 2022**.

## Other material required

We also require the following, to be uploaded to [EasyChair](#) by the 31 May 2022 at the latest, for every contributing poster and paper author:

- A 'head and shoulders' photograph of each of the authors of your paper and/or poster
- A 100-word biography for each of the authors of your paper and/or poster
- A completed [copyright release form](#) giving permission for your presentation to be available on the congress platform.
- Optional - if possible, please also upload a still image or a 30-second 'teaser' video that can be used by IIC on social media to promote your paper or poster.

**Please note:** copyright release forms are required for all recorded content and images that will be viewed on the IIC Congress platform. For paper authors, a separate copyright form will be issued by Taylor and Francis in relation to the Congress preprints.

## Information for uploading to EasyChair

To submit content please [Log in to EasyChair](#), click on the 'view' icon (the magnifying glass) and select 'add or update files' from the menu in the top right hand corner. You will then see the list of files required and be able to upload them.

Please note - ALL recorded presentations must be saved and uploaded as MP4 files. The maximum file size for uploading is 300MB.

## Transcripts of Presentations

Once we've received the presentations, we will transcribe them and then ask authors to check the transcriptions for mistakes. So please be ready for a request to do this.

## IIC Wellington Congress 2022

2022 congress

- [IIC Wellington Congress 2022](#)

- [Sponsors and Organisers](#)
- [Author Instructions](#)
- [Congress Dinner](#)
- [Digital Engagement Volunteers](#)
- [Forbes Prize Lecture](#)
- [Grants and Bursaries](#)
- [Keck Award](#)
- [Opening Ceremony](#)
- [Student and Early Career Participation](#)
- [Blogs](#)
- [Tours](#)
- [Virtual Tours](#)