62nd ISOCARP
World Planning Congress
Kaitiakitanga
New Balances through Planning in the Age of Uncertainty
27–30 April 2027 | Wellington, Aotearoa, New Zealand

CONGRESS CONTRIBUTION GUIDELINES 2026-27

Kaitiakitanga – New Balances through Planning in the Age of Uncertainty

Wellington, New Zealand, 27-30 April 2027

International Society of City and Regional Planners
www.isocarp.org

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Introduction

The International Society of City and Regional Planners (ISOCARP) is organising the 62nd World Planning Congress in Wellington, New Zealand, from 27–30 April 2027, with the theme **"Kaitiakitanga – New Balances through Planning in the Age of Uncertainty."**

Contributors are welcome to present their work in person. If they are unable to attend, they can present during the Virtual Pre-Congress.

We hope that these Contribution Guidelines will help make this opportunity a reality and welcome all planners – from the Global North and South, East and West, practical and theoretical, technical and artistic, famous and unknown, generalists and specialists, teachers and learners!

1. General Guidelines, Terms and Conditions

- **Submission Deadlines** can be found on our website via the following link: **https://wellington2027.isocarp.org**

- **Attendance:** Presenters must be able to attend the Congress in Wellington in person.

- **Registration:**
  In-Person Congress – Wellington, New Zealand
  All accepted authors attending the Congress in person must register by the specified registration deadline.

  For papers with multiple co-authors, only those co-authors who will attend the Congress in person are required to register. At least one of the co-authors must register and attend the congress in order to be included in the program.

  Virtual Pre-Congress
  At least one author of each accepted paper must register by the specified registration deadline in order to participate in the Virtual Pre-Congress.

  For papers with multiple co-authors, only those co-authors who will present the paper during the Virtual Pre-Congress are required to register. A maximum of two authors may present a paper, provided that at least one author is registered.

- **Language:** All abstracts must be in UK English and/or American English. It is the submitter's responsibility to make sure that reports and papers are of acceptable professional quality. In the case of non- native language proficiency, using qualified proofreading is advisable. Congress papers should be edited to achieve a language quality consistent with scholarly standards. Papers not meeting this standard will not be accepted or will be returned for revision and resubmission.

- **Congress Programme:** The Congress Team selects the most appropriate contributions for the Congress, advises authors of acceptance or otherwise. While the author's views regarding the appropriate track or session for their paper are taken into account, allocation to a session is determined by the Congress Team and may change when the schedule is finalised, immediately before the Congress, to achieve the best balance of topics and sessions. No refunds will be granted for reasons related to the programme.

- The Congress Team will seek to balance academia and practice, and to include contributions across sectors.

- Submitting a contribution **not following** the present Contribution Guidelines is grounds for removal of contributions from the Congress Programme and all ISOCARP publications.

- By submitting a contribution for an ISOCARP event, **you pledge** not to commit AI unethical usage nor any acts of plagiarism, and to declare any AI use and reference the work obtained from other sources.

- By submitting their work for the Congress, **authors agree** to their information being published by ISOCARP, and grant a non-exclusive licence to ISOCARP to make use of and publish the subsequent Congress paper/ report and presentation.

- The General Terms and Conditions indicated on the ISOCARP Congress Website, as well as ISOCARP's Privacy Policy, will be applied fully and affect your use of the Congress platform. By using the platform, you agree to accept these General Terms and Conditions. You shall not use the ISOCARP Congress platform if you disagree with any of these General Terms and Conditions.

2. Submission Guidelines per Submission Category

We are looking forward to receiving your contributions! Authors are invited to submit in **3 different categories of content:**

Submission Category A - research papers:
Theoretical, applied, quantitative and/or qualitative research. Your contribution can be in the form of:

A.1 Paper + Track Presentation
Papers will be included in the Congress Proceedings and the ISOCARP searchable paper platform after the congress. There are four steps within this submission subcategory:

Step 1 (before the event):
Abstract submission
Please upload your Abstract of 300-600 words **by the deadline of 29 December (EoD)**, keeping the following structure:

1. Background (50-100 words)
2. Research objective, central question or statement or problem addressed (50-100 words)
3. Research and data collection methods (50-100 words)
4. Main findings and their significance for theory and practice (150-300 words)

Step 2 (before the event):
Full Paper submission
Please upload your full paper of 3,000-5,000 words (including abstract and references) by the due date at: **https://wellington2027.isocarp.org**. Keep in mind the following requirements and suggestions:

- Introduction/background including the relevance of the study and supporting literature.
- Methodology
- Findings and discussion
- Conclusions (including relevance to practice)
- Submit an AI use declaration statement. See further information on this in section 4 "Use of Artificial Intelligence (AI) Tools and plagiarism matters"
- Tables, Figures, and other visual material such as maps and photographs are highly encouraged for clarity of the article.
- Research funding information and acknowledgements should be included where applicable.
- The file shall be submitted as a PDF and cannot be bigger than 20 MB.
- When giving a title to the file of your submission, please **DO NOT use UPPERCASE** for the full title. Instead, use the Sentence case (only the first letter of the first word is capitalized).

Step 3 (during the event):
Presentation Full Paper submission
Participants should prepare a brief **10-minute presentation** that addresses the key messages of your research and highlights the relevance to planning practice. When preparing your presentation consider the following requirements:

- Please use the **Presentation Template** that will be available on the congress platform: **https://wellington2027.isocarp.org.**
- The recommended number of slides is 5-10.
- Your presentation should be in a 16:9 slide format. Accepted file extensions are PDF, ppt, pptx. The maximum file size is 20 MB.

All Congress presenters will be required to upload their presentations to a dedicated **Dropbox folder.** The link will be shared once the Congress programme has been finalised, together with the presentation submission deadline. Files should be named using the following format: **day_time_room.**
If you need to make any last-minute amendments to your presentation, please bring the updated file on a USB drive on the day of your presentation.

Step 4 (after the event):
Final Paper submission
The Final Paper should incorporate any comments provided by the reviewers. You should also submit a complementary document clearly stating that you revised the full paper as per the feedback provided by the reviewers.

Once received, the Congress Team will assess the academic standards of the Final Paper based on the criteria outlined in this guideline document and will further check for unethical use of AI. **If the paper does not meet these standards, ISOCARP reserves the right not to publish it in the Congress Proceedings, without providing a refund.**

A.2. Track Presentation only
There are two steps within this submission subcategory:

Step 1 (before the event):
Abstract submission
Please upload your Abstract of 300-600 words, keeping the following structure:

1. Background (50-100 words)
2. Research objective, central question or statement or problem addressed (50-100 words)
3. Research and data collection methods (50-100 words)
4. Main findings and their significance for theory and practice (150-300 words)

Step 2 (during the event):
Presentation
Participants should prepare a brief **10-minute presentation** that addresses the key messages of your research and highlights the relevance to planning practice. When preparing your presentation consider the following requirements:

- Please use Presentation Template that will be available on the congress platform: **https://wellington2027.isocarp.org.**
- The recommended number of slides is 5-10.
- Your presentation should be in a 16:9 slide format. Accepted file extensions are PDF, ppt, pptx. The maximum file size is 20 MB.

All Congress presenters will be required to upload their presentations to a dedicated **Dropbox folder.** The link will be shared once the Congress programme has been finalised, together with the presentation submission deadline. Files should be named using the following format: **day_time_room.**
If you need to make any last-minute amendments to your presentation, please bring the updated file on a USB drive on the day of your presentation.

Submission Category B - practice reports
Reports or cases on planned, built or on-going projects at neighborhood, city, regional scale. Your contribution can be in the form:

B.1. Report + Track Presentation
Final Reports will be included in the Congress Proceedings. There are four steps within this submission subcategory:

Step 1 (before the conference):
Abstract submission
Please upload your Abstract of 300-600 words, keeping the following structure:

1. Background (50-100 words)
2. Relevance to the congress themes (100-200 words)
3. Contribution to planning or policy-making practice (150-300 words)

Step 2 (before the conference):
Full Report submission
Please upload your full report of 2,000-3,000 words (including abstract and references) by the due date at **https://wellington2027.isocarp.**org. Keep in mind the following requirements and suggestions:

- Problem statement
- Explanation of the context
- The project approach
- The results of the project
- Broader project impact
- Submit an AI use declaration statement. See further information on this in section 4 “Use of Artificial Intelligence (AI) Tools and plagiarism matters”
- Tables, Figures, and other visual material such as maps and photographs are highly encouraged for findings and methodological clarity of the report.
- It is also highly encouraged to include lessons learned, if applicable.
- The file shall be submitted as a PDF and cannot be bigger than 20 MB.
- When giving a title to the file of your submission, please **DO NOT use UPPERCASE** for the full title. Instead, use
  - Sentence case (only the first letter of the first word is capitalized).

Step 3 (during event):
Presentation
Participants should prepare a brief 10-minute presentation that addresses the key messages of your research and highlights the relevance to planning practice. When preparing your presentation consider the following requirements:

- Please use **Presentation Template** that will be available on the congress platform **https://wellington2027.isocarp.org.**
- The recommended number of slides is 5-10.
- Your presentation should be in a 16:9 slide format. Accepted file extensions are PDF, ppt, pptx. The maximum file size is 20 MB.

All Congress presenters will be required to upload their presentations to a dedicated **Dropbox folder.** The link will be shared once the Congress programme has been finalised, together with the presentation submission deadline. Files should be named using the following format: **day_time_room.**
If you need to make any last-minute amendments to your presentation, please bring the updated file on a USB drive on the day of your presentation.

Step 4 (after event):
Final Report submission
The Final Report should incorporate any comments provided by the reviewers. You should also submit a complementary document clearly stating that you revised the full paper as per the feedback provided by the reviewers.

Once received, the Congress Team will assess the academic standards of the Final Paper based on the criteria outlined in this guideline document and will further check for unethical use of AI. **If the paper does not meet these standards, ISOCARP reserves the right not to publish it in the Congress Proceedings, without providing a refund.**

B.2. Track Presentation only
There are two steps within this submission subcategory:

Step 1 (before the event):
Abstract submission
Please upload your Abstract of 300-600 words, keeping the following structure:

1. Background (50-100 words)
2. Relevance to the congress themes (100-200 words)
3. Contribution to planning or policy-making practice (150-300 words)

Step 2 (during the event):
Presentation
Participants should prepare a brief 10-minute presentation that addresses the key messages of your research and highlights the relevance to planning practice. When preparing your presentation consider the following requirements:

- Please use **Presentation Template** that will be available on the congress platform **https://wellington2027.isocarp.org**
- The recommended number of slides is 5-10.
- Your presentation should be in a 16:9 slide format. Accepted file extensions are PDF, ppt, pptx. The maximum file size is 20 MB.

All Congress presenters will be required to upload their presentations to a dedicated **Dropbox folder.** The link will be shared once the Congress programme has been finalised, together with the presentation submission deadline. Files should be named using the following format: **day_time_room.**
If you need to make any last-minute amendments to your presentation, please bring the updated file on a USB drive on the day of your presentation.

Submission Category C - Special Session

On emerging, disruptive or relevant to the global agenda. You can submit a Special Session Proposal for a panel, workshop or any other interactive format.

Propose an interactive and engaging Special Session focusing on an innovative, cross-cutting, globally relevant to the theme of the congress (it may relate to one or more specific tracks) s. Special Session submitters are invited to be creative with the format of their session (case study clinic, fishbowl session, panel, roundtable, game, workshop, outside activity/site visit, debate, etc.). Proposals should be planned for a 90-minute session or 180-minute session with a 15 min break in between to align with the session and break times.

Special Session Organisers must identify and coordinate all session speakers, moderators or facilitators.The submission must be clear about the sessions' methodology, its relationship with the theme, session goals.

It is expected that proponents will develop and submit a Special Session Proposal initially. If the proposal is accepted, they will have to submit a more detailed Special Session Programme. Shortly after the congress, they will have to submit a Special Session Summary. The Summary of each Special Session will be included in the Congress Proceedings.

All Special Session Organisers must attend the congress and register within the given deadline for their Session to be included in the programme. All Special Session Contributors/Speakers need to register for the Congress as well by the same deadline.

There are four steps within this submission subcategory:

Step 1 (before the event):
Special Session Proposal submission
Please upload your Proposal of 300-600 words in the Abstract submission portal, keeping the following structure:

1. Session background, short description of the content and intended goals
2. Format of session
3. Relevance to the congress and/or specific track
4. Agenda with names of 1) Session Organisers and 2) speakers/contributors (if applicable)

Step 2 (before the event):
Special Session Programme submission
You are required to submit a more detailed Special Session Programme using the template that will be provided to you after acceptance of your proposal. Please submit it by the indicated deadline.

Step 3 (during the event):
Special Session Activity
The proponents of the Special Session will be allocated a space to hold this and should arrive 30 minutes before the specified time to organise the session. Proponents are responsible for all the different aspects of the session. On-site AV support could be provided by the Congress Team if needed.

Step 4 (after the event):
Special Session Summary (after the event)
Please find the Template for the Special Session Summary on the Congress Platform and submit it within the indicated deadline.

- The file shall be submitted as a PDF and cannot be bigger than 20 MB.

3. Third Party Content and Copyright Policy

Authors are responsible for ensuring that all content included in their submissions is original or used with full permission from the rightful owners. This applies to text, images, figures, tables, data, maps, and any other third-party material.
By submitting a contribution, authors confirm that:

- They have secured all necessary rights, licenses, and permissions for any third-party content included in their work.
- All third-party materials are fully credited, and sources are clearly cited according to the Congress reference style.
- Content does not infringe any copyright, intellectual property rights, or proprietary rights of any individual or entity.

Examples of third-party content requiring permission include (but are not limited to): published figures, photographs, maps, charts, datasets, excerpts from copyrighted texts, and images sourced from websites or other publications.

Authors should avoid using images or materials copied from the internet unless they are open-source and free of copyright restrictions. Whenever possible, authors are encouraged to create original visuals, diagrams, and photographs.

Failure to obtain and provide the required permissions may result in the exclusion of the affected material or rejection of the submission.

ISOCARP and the Congress Organizing Team disclaim any responsibility for copyright issues arising from submitted content. Authors remain fully liable for ensuring their compliance with all applicable copyright regulations.

A sample copyright declaration will be provided and must accompany final submissions.

4. Use of Artificial Intelligence (AI) Tools, Plagiarism Matters and Reviewer Feedback

Requirements for Plagiarism and AI and Reviewer Feedback on Content
ISOCARP is eager to support authors in improving their work and deepening their thought on urban and regional planning. At the same time, we are striving to uphold high academic standards for our proceedings and keep up with the global technological developments in the world of Academia.

For these reasons, within the review process of Step 2 of Submission types A.1 (Full Paper) and B.1 (Full Practice Report), the track rapporteurs will be checking for plagiarism and unethical AI use whilst providing constructive feedback to authors.

After we receive your Full Paper, **the Congress Team will read your paper in full**. If the reviewers have any feedback/comments on the paper, these will be communicated to the author. Reviewer comments should be taken into consideration and incorporated into a final version of the Report (submission 4). **If you have not received any comments from our reviewers, this submission is considered your final.**

In relation to the use of AI tools and plagiarism, an ethical approach is required. Author must follow the following core principles and rules:

Core Principles

- The intellectual contribution, argument, analysis, interpretation, conclusions, and judgement must be the authors' own.
- Authors are fully responsible and accountable for all submitted content, including any content that has been assisted by AI.
- AI tools cannot be listed as authors or co-authors.

What's Allowed

- Language editing, proofreading, and grammar correction.
- Improving clarity, readability, style, and structure.
- Formatting references and checking citation consistency, with thorough oversight of the human.
- Summarising authors' own notes, data, interviews, or drafts for writing support and organisational purposes, but not interpreting empirical data or interview material.
- Exploring alternative formulations of ideas (including titles, keywords, outlines, or discussion points) already developed by the authors ideas.
- Generating alternative wording for text already written by the authors, without introducing new claims, arguments, or interpretations.
- Technical assistance with coding, data processing, visualisation, or administrative tasks, only where methods and outputs are independently verified and fully controlled by the authors.
- Translation and language support.
- Allow feedback on clarity, coherence, and presentation, but not generation of new scholarly arguments or interpretations.
- Providing feedback on language, clarity, structure, and internal consistency, provided all suggestions are critically reviewed by the authors.

What's Not Allowed

- Generating all or substantial portions of a manuscript, report, analysis, discussion, findings, or conclusions and presenting them as the authors' own work.
- Using AI to create the core intellectual contribution of the work.
- Using AI-generated arguments, interpretations, critical analysis, or scholarly judgements without substantial human authorship and oversight.
- Submitting AI-generated text without review, verification, and author responsibility.
- Fabricating, manipulating, or inventing data, results, references, quotations, participants, sources, or evidence.
- Using AI-generated citations or references without checking their existence and accuracy.
- Paraphrasing or rewriting others' work in ways that conceal plagiarism.
- Uploading confidential, proprietary, copyrighted, personal, or sensitive information to AI systems where this is not authorised.
- Listing AI systems as authors or attributing responsibility for the work to AI tools.
- Using AI to circumvent ethical, research integrity, peer review, or authorship requirements.

Author Responsibility Statement

- Authors must ensure that all claims, data, analyses, references, interpretations, and conclusions are accurate and verifiable.
- Authors remain solely responsible for the originality, integrity, and quality of the submitted work.
- Authors must be able to explain, defend, and take responsibility for every part of the submission, regardless of whether AI tools were used during its preparation.
- AI-generated images, charts, and graphics are permitted but must be clearly identified as such within the manuscript. Authors are responsible for ensuring that any AI-generated visuals meet the required quality standards, do not infringe upon copyright or intellectual property rights, and are relevant to the content.

- **A plagiarism and AI-use statement must be submitted as part of your submission** (even when no AI tools are used). Any use of AI tools must be transparently disclosed in the "Acknowledgment" or "Methods" section of the submission. The latter is required when the tool has been used for any methodological step, for example assisting with coding or data processing. This disclosure should specify the name and version of the AI tool, clearly outline the purpose of its use, and explain the extent of its application within the manuscript. An example of a plagiarism and AI-use declaration is: *The authors used generative artificial intelligence (AI) tools (Name of tool, specific model - eg. ChatGPT, GPT-5.6 Luna) solely to support language editing, proofreading, formatting, and/or improving clarity of expression. The AI tools were not used to generate the intellectual content of the work, including its arguments, analysis, interpretation, findings, conclusions, or recommendations. All substantive content was developed by the authors, who take full responsibility for the accuracy, originality, integrity, and final submitted version of the manuscript/report.*

In short: AI may assist with expression, organisation, editing, and productivity, but the thinking, analysis, interpretation, argument, and conclusions must remain human-generated and attributable to the authors.

Any attempt to submit entirely AI-generated content in place of an author's scholarly work will result in rejection of the submission. Misuse or misrepresentation of AI-generated visuals may result in the content being removed.

The Congress Organizing Team/ Editorial Board reserves the right to request revisions or reject any submission that violates these AI usage principles or fails to meet scholarly and ethical standards.

5. Registrations

Authors
Not all authors of a Paper/Report are required to attend the Congress. At least one author (main author or co-author) must present at the Congress and register for it within the indicated deadline in order for their presentation to be included in a Track Session. All authors who attend the Congress must register.

Only final Papers/Reports with at least one registered presenter will be reviewed and published. Authors are allowed to submit a maximum of 1 different abstract. In case one wants to submit extra abstracts, a small extra cost will be incurred. Please send us an email to purchase the extra abstract ticket.

Special Sessions
All Special Session Organisers need to register within the given deadline for their Session to be included in the programme.

All Special Session Contributors/Speakers need to register for the Congress as well by the same deadline.

6. Post-Congress Publications

Publicising the work of our authors and presenters has always been a central part of the ISOCARP Congresses. Papers and Reports that fulfil ISOCARP's criteria are published in the Congress Proceedings. They are also published electronically with an International Standard Book Number (ISBN) following the Congress. Papers will be included in ISOCARP's searchable paper platform, and a Digital Object Identifier (DOI) will be provided for each one. **The DOI will be assigned only to Research Papers.**

Authors of research papers presented at the Congress are encouraged to subsequently submit their paper for publication in scholarly journals, magazines, reports, and other publications, provided that this is accompanied by a statement to the effect that the paper was first delivered at the respective event of the ISOCARP 62nd World Planning Congress.

ANNEX

A. Formatting your Paper/Report

Authors are requested to adhere strictly to the Congress style and format for their paper, to facilitate its inclusion in the Congress Proceedings.

Images, figures and tables, and their captions with details of the sources of data and figures, should all be embedded in the document.

The style for citing references is the Harvard style. Notes should be avoided, but if necessary, should be in the form of numbered endnotes listed at the end of the paper; footnotes should not be used.

Most Congress papers are around ten pages in length (when formatted in accordance with the instructions below). Length should not exceed twelve pages, and size should not exceed 20 MB.

ISOCARP editors may make minor modifications, and if necessary, may reduce the size and/or number of images, figures and tables to meet size constraints.

To maintain consistency in the Congress Proceedings, papers should conform to the provided templates and the following format:

- Application: PDF
- Page size: A4
- Margins: 2.5 cm
- Header in 10.5 point Calibri Bold, as in the template: Author's surname(s) with initial(s), Short Title of Paper
- Footer: according to the template
- Text: 10.5 point Calibri
- Main title: 22 point Calibri Light
- Beneath in 10.5 point Calibri: names and SURNAMES of author(s) in either order, with SURNAME in upper case (capitals); affiliation if any (organisation, agency, institution, etc.); country.
- Next, either the synopsis or a shortened abstract may be included, but not both.
- Headings: 14 point Calibri Bold; subheadings 12 point Calibri Bold.
- Images, figures and tables: captions and sources of data below the graphic, with sources of all data and figures, in 10 point Calibri Bold.

References

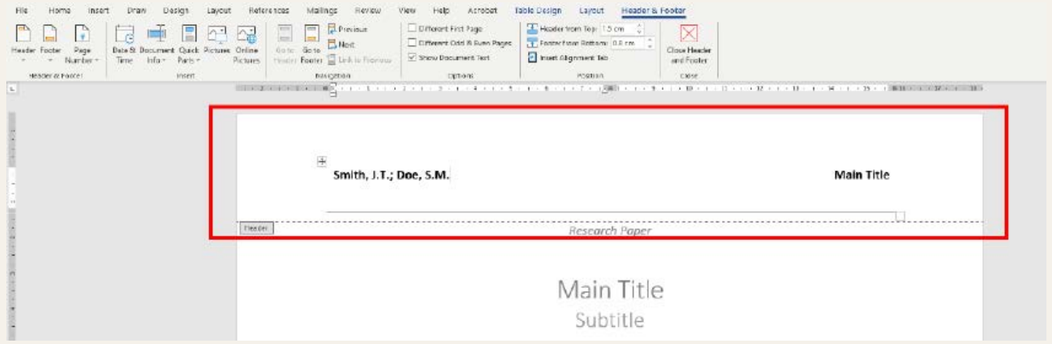
Please use the **"Harvard style"** of references (in Mendeley - Harvard Reference style 1). Use approximately 20 to 60 references for paper submissions.

- **Book:** Author surname(s), initials(s), (Year published) Title. Edition. Place of publication: Publisher.
- **Edited Book:** Editor surname(s), initial(s). (eds.) (Year Published). Title. Edition. Place of publication: publisher.
- **Chapter in an Edited Book:** Editor surname(s), initial(s). (Year Published). 'Title of chapter' in editor(s) surname(s), initials(s) (eds.) Title of book. Edition.Place of publication: publisher, page numbers.
- **E-Book:** Author surname(s), initial(s). (Year Published). Title. Edition. E-book format [e-book reader]. Available at URL or DOI (Accessed: day month year).
- **Journal Article:** Author surnames. (year) 'Title of article', Title, volumes (issue, season etc), page numbers.
- **Online Journal:** Author surname(s), initial(s). (Year) 'Title of article', Title of journal, volume(issue/ season) [online]. Available at: URL or DOI (Accessed: day month year).
- **Newspaper Article:** Author surname(s), initial(s). (Year) 'Article Title', Newspaper Title (edition), day month, page number(s).

Filling the template

You must use the ISOCARP templates without altering margins, paragraph styles or fonts. Please fill in your name and title in the Header by double clicking on it. Do not add or modify anything in the Footer and margin settings.

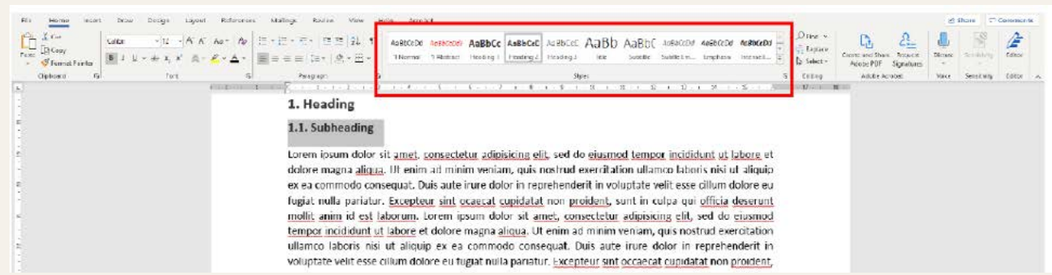
Above 'Main Title', leave only the category of your paper: Research Paper / Case Study Paper / Session proposal.
Please limit the main title up to 20 words. Please fill in the authors' names as in the example below.



Use of the paragraphs- template

Use the existing styles and fonts without changing the setting. The paragraph styles in the template contain:

- 'Title' (Calibri Light, 22pt) and 'Subtitle' (Calibri Light, 18pt)
- 'Abstract' (Calibri, Italic, 10pt) for abstract text and keywords
- 'Heading 1' (Calibri, Bold, 14pt) or 'Heading 2' (Calibri, Bold, 12pt) for the title of paragraphs and subparagraphs
- 'Normal' for major text (Calibri, 10,5pt)
- 'Reference Paragraph' for the list of references (Calibri, 10,5pt)



Placing the figures - template

Remember to give a title or a short description to images, figures, and tables included in the text.

Keep in mind also adding the source of all data and figures. Use 'Insert Caption' tool available in the menu after right mouse click.

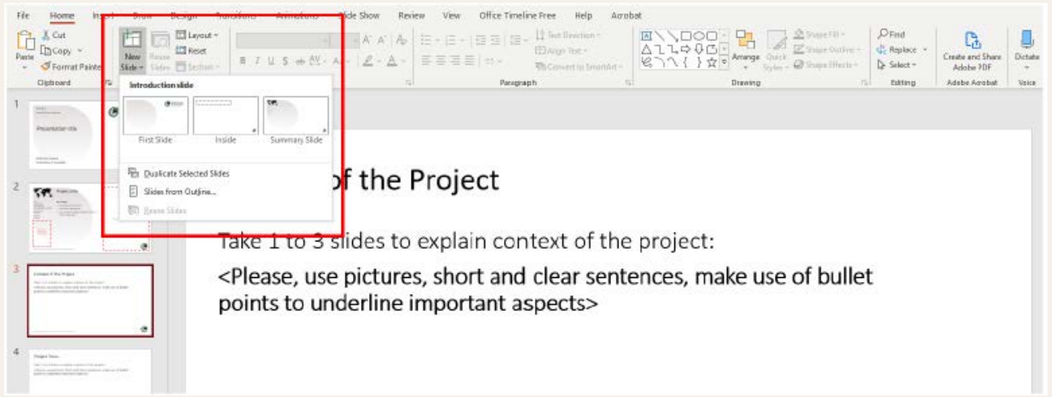


B. Formatting your Presentation

ISOCARP Congresses/Conferences strive to achieve a good balance between the presentation of formal, informative contributions and lively discussion and debate among those attending the sessions.

The primary purpose of a slide presentation should be to supplement the spoken word with maps, images, figures and tables. If slides contain text, the content should be limited to key words and headings, and should be visible from the back of the room. When using slides, authors should be aware of the tendency for their delivery to be “driven by Powerpoint” (rather than the other way around), and specifically should avoid reading out the text on the screen. Dynamic and engaging presentations are encouraged. These should be short interventions to present the results of work and inspire discussion afterwards.

- The length/duration of the presentations will be determined by the General Rapporteur and the Congress Team according to the planned sessions and space available. Presenters will be informed about this later in the process.
- Please submit your presentation titled in the following format: Track number, ISO number, Surname Example: T1-ISOC253-Smith
- You are responsible to submit your presentation before the due date on the Congress Platform. If not, the ISOCARP Secretariat can not guarantee that it will be collected and kept as a backup for your session.
- Typically, the content of a paper contribution is too long and complex for a presentation at Congress: it is necessary for you to cover only key messages and essential material in your presentation, inviting the audience to read the rest in the paper for themselves.
- Include maximum one slide and a few words to introduce yourself as an individual, stating your place of work and your interests.
- A Presentation Template will be available on the congress platform.
- It is mandatory to include a final Summary slide in your presentation, to give the overview of the presentation. This slide should show the project/research findings, location and key points.
- Even though the Summary Slide is mandatory, ISOCARP allows you to use any formatting of your choice for the Presentation, including your logo. However, please do not include in your presentation any marketing material, nor standard information about the organisation you are working for or standardised project work: The Congress is about sharing knowledge and not self-promotion.
- It is recommended that each slide has a footer with the author’s name, contact information (email), page number and title of the paper. Suggested format of the presentation is 16:9. Text on slides should be limited and in the form of bullet points and keywords. As an alternative, other visual presentations may be used, such as slideshow, Prezi, video etc.
- The summary slide can be found on the provided presentation template.

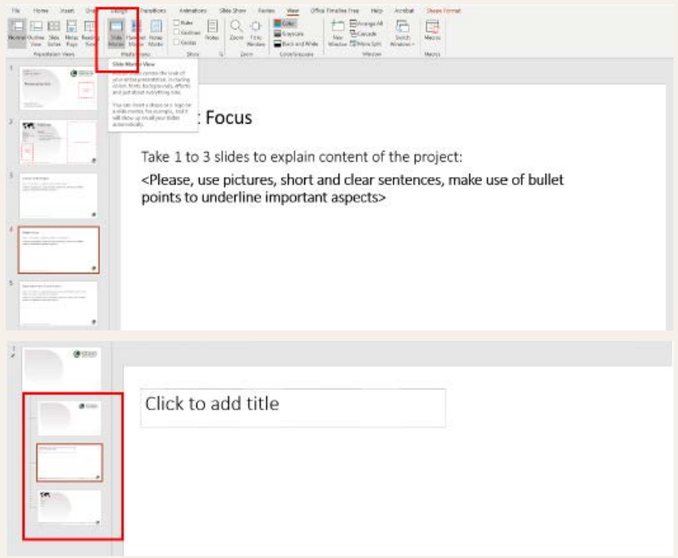


ISOCARP template have already prepared layout for slides:

1. Introduction Slide
2. Summary Slide
3. General Slide

To edit the layout slide footnote:

1. Enter the Slide Master option
2. Edit the text field in the Slide Master on each slide





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