

HUMAN INSIGHTS CONFERENCE 2022



THE FINE PRINT TERMS & CONDITIONS

✉ events@researchsociety.com.au

Synopsis Submission

Synopses/Abstracts submitted for consideration must conform to the following guidelines:

- Your Synopsis must give a clear and detailed picture of the proposed content to allow the Committee to judge the quality of the proposed contribution against the selection criteria.
- If there is any risk that primary research to be presented will not yield the results foreseen, or not be completed in time for the paper, or a key stakeholder may not give approval for the content to be presented - please indicate this.
- The Research Society will confirm receipt of all submitted synopses. If you do not receive confirmation of receipt within five days of sending, please call us on (02) 9566 3100 or email events@researchsociety.com.au
- Authors who submit a synopsis acknowledge that the decision of the 2022 Conference Committee is final and that The Research Society cannot be held liable for any inconvenience resulting from the Committee's decision.
- The Conference Committee reserves the right to request changes to submitted papers and presentations and that any cost resulting from such changes are the responsibility of the contributor not the The Research Society.
- The Conference Committee reserves the right to remove any presentations from the Conference Program that are deemed not of a high enough quality to be presented or a blatant sales pitch.
- While joint client papers are particularly welcomed, the Conference Committee assumes that, in line with the The Research Society Code of Professional Behaviour, the author(s) will have obtained permission from clients or other third parties, to present information which requires such permission to be granted, and that the author will indemnify.
- You will ensure that The Research Society is not held liable for any claims from clients or other third parties incurred by the author's failure to have obtained such permission to use information.
- It is expected that all potential contributors wishing to present papers in an authoritative way to their colleagues in research will be members of The Research Society or an equivalent international association. The Research Society membership of the speaker(s) will be a factor in the synopsis' judging.
- There is a maximum of 2 speakers per presentation. If there are specific reasons for more than 2 speakers, please contact us at The Research Society.
- A company can submit as many synopses as they like. Please note that we will only be aiming for 1 per company/speaker. At a maximum, there will be no more than 2 selected from each company.
- Paid tradeshow presentations will also fall under these conditions.

Deliverables:

- Please ensure that before supplying us with a submission, you can confidently adhere to the timelines required on the following page. We have had some trouble securing the documents and presentations from some speakers in previous years in the timeframes required.
- To try to encourage timely delivery (as stated in the speaker contract) this year we will be

accepting a few more presentations than can fit in the program.

- We have increased the amount of contact between speakers and the committee to help achieve our quality and timeline objectives.
- This means that if you are selected, and do not provide your documents on time, we may remove you from presenting at the conference and/or speakers who do not make the timeframes will not be eligible for any of the Conference Awards.
- This also applies to presentations that end up being a sales pitch, or are not of a high enough quality to be presented, as deemed by the Conference Committee.

Discount Speaker Tickets and Inclusions

All successful presentation and paper submissions will receive:

- A complimentary pass (non transferable) to the conference on the day of your presentation
- Industry recognition
- Marketing opportunities

If you would like to purchase additional sessions/ days we will be offering a substantial speaker discount.

- This offer is only available to people who are presenting (speaking) a paper and presentation.
- If you have multiple speakers, this offer is only available for up to two speakers.
- Dinner and social events can be purchased additionally.

Formats for Judging (by 18th February 2022)

- Synopsis
 - 1 page word (min) abstract: give as a written description of what you will be presenting
 - Fill in the entry form online : this lets us know the who, how why etc
- For Advertising - this is for the program, website and marketing materials (as we will launch asap)
 - 200 word synopsis of your presentation
 - High res photos of each of the speakers
 - 200 word bio of each speaker

Formats for Presenting at the Conference

- Paper / Presentation Notes
 - You will be supplied with a word document template for your paper/notes, if you are chosen to present.
- Presentation – Face to Face
 - For logistics reasons, please note that there are mandatory 2022 conference templates for papers, presentations and speaker notes.
 - Your company logo can only be used on the header slide and closing slide where indicated on the template.
 - To ensure you have the best speaker experience, the conference content committee are there to help you and work with you - ensuring the content and delivery of each presentation is enjoyable.

Conference Session Format:

- Some sessions will be live and streamed whilst others will only be streamed live – The conference committee will be organising the overall program, and speakers are unable to choose the type of session that they present.

- Each pre-recorded presentation will be played as if it is live.
- The Q&A at the end of the session will be 100% live with pre-set and asked questions by delegates facilitated by a Committee Member
- Please ensure that your presentation is suited to a recorded or live in person presentation.

Your Pre-recorded Video:

- Please keep it to 20mins max
- You can choose to just show your face(s), just slides with vocals, embed slides, other video etc - the options are limitless.
- Because you can pre-edit, you can be as creative as you like.
- Please note - No direct sales pitches or company spiel as Session will/could be sponsored – and let's face it, we know it can make our audience uncomfortable – Let your delivery and your topic do your marketing
- Videos should be high res and in 16:9 ratio (widescreen)
- Committee Member for review Contact – will contact you throughout the time to help reviewing your content and also video process.
- Full specifications will be sent to successful speakers

Judging

- All full written papers & presentations submitted and presented by a Research Society member will be eligible for the Best Paper Award, The Best Presentation Award and the People's Choice Award.
- Young Researchers (up to 30 years of age as at 30 June 2022) are encouraged to submit presentations and are eligible for the Best Presentation by a Young Researcher Award.
- These will be determined by the judging panel.
- All speaker notes/presentations submitted and presented by a Research Society member will be eligible for the Best Presentation Award and the People's Choice Award.
- Best Presentation will be determined by a judging panel and the People's Choice will be determined by delegate vote.
- "Other" formatted presentations submitted and presented by a Research Society member will be eligible for the Best Presentation Award and the People's Choice Award.
- Best Presentation will be determined by a judging panel and the People's Choice will be determined by delegate vote.

The deadline for submitting a synopsis is 5pm Friday 15th January 2022

Distribution/Publishing Rights

The Research Society has the right to distribute your submitted presentations, papers, speaker notes, your bio and your photo once submitted for the conference.

The program will be promoted nationally and internationally and your paper or speaker notes along with your presentation in pdf format will be published on our website in the Members Centre. Video of your presentation may be used as well for further Conference promotion or promotion for the industry via the Research Society.