

SPECIAL SYMPOSIUM SUBMISSION GUIDELINES

General policies and requirements

The symposium submission deadline has been extended to **11.59 PM AEST, 14 APRIL 2025**.

All special symposium submissions will be reviewed by the Scientific Committee. The committee may accept or reject symposiums and their decision is final.

Online submission is the only method for submitting special symposium

Special Symposium submission

Submit a special symposium via the [portal](#).

All special symposium submitted for IUPESM 2025 must follow these guidelines.

- [Create an Evexus account](#) to submit a symposium.
- Upon creating an account submitting authors will be asked to verify their email address.
- Please check the spam or junk folder if not received. Please contact wc2025@arinexgroup.com if unable to locate the verification email.
- The presenting author must ensure that the symposium is submitted correctly.

Submitting a symposium

1. Locate **Submissions** in the Evexus submission portal.
2. Click + Submit Special Symposium.

Presentation title

- The title should be short, informative and contain keywords.
- The first word in the title should be capitalised as should any proper nouns (sentence case).
- ALL CAPS should not be used.
- Abbreviations and acronyms can be capitalised as required.

Special Symposium body

- Special Symposium Title
- Short description of proposed field (up to 150 words)
- Novelty and motivation (up to 15 words) – *please explain why you think that the proposed topic is suitable for a special symposium at IUPESM WC2025*

Fields with * are required.

Paper Title *

Type something 0/400

Short Description of proposed field*

Type something 0/150 words

Novelty and Motivation*

Type something

- Congress Theme – Please indicate the best suited key theme under which your proposed symposium should be scheduled under.
- Add any co-chair details
- Include the presentation title and details of all speakers within your symposium. *Please note each symposium can have up to 4 speakers*

Add Speaker

Presentation Title *

Type something 0/400

Country *

State

Affiliation/Organisation Name

Title *

Given name *

Family name *

Email Address *

Gender

Position

Photo No file chosen

Yes, I have received consent from the Speaker to submit their details along with the submission *

Previewing and submitting the Special Symposium

Once all fields have been completed, click **Preview and Submit** to generate a final preview (Adobe Acrobat plugin may be required). Check this preview carefully to ensure the accuracy of the submission. Once you are satisfied with your preview click **Submit** to complete the symposium submission process.

Post submission

- Upon successful symposium submission the submitting author will receive a confirmation email containing the symposium attached as a PDF file. Check junk or spam folders if not received. Please contact wc2025@arinexgroup.com if unable to locate the confirmation email.
- The symposium should not be resubmitted for any reason.



- Authors can view or edit their symposiums by returning to their Arinex One account and by selecting 'Submissions'. Edits can be made to symposiums until the review process begins.
- The outcome of symposium submissions will be emailed to authors following the completion of the review process.