



# Stories of Transformation

## 2026 English Australia Conference

16-18 September | Pullman on the Park Melbourne | [eaconference.com.au](http://eaconference.com.au)

### Tips for writing an English Australia Conference Abstract

The following information provides assistance and tips for those who would like to know more about writing an abstract to present at the 2026 [English Australia Conference](http://eaconference.com.au).

#### Before you start writing

- **Read about our 2026 conference theme** [Stories of Transformation](#). Consider how your session idea relates to the theme and how you can incorporate it into your presentation.
- **Review the Presentation Submission Guidelines**. Note the proposal length (250 words) and the submission deadline (12 May).
- **Decide which stream your session fits best**. Think about the area of ELICOS it aligns with and who your intended audience is. For a list of conference streams, [click here](#).
- **Choose the format of your session**. For a list of presentation types and their descriptions, [click here](#).
- **Consider your expected audience and how to pitch your session**. What do they already know about your topic, and what context will you need to set?

#### Typical key elements of a proposal

- **Identify your topic clearly** so it is immediately obvious what your session is about.
- **Set the context and rationale** by explaining the issue, challenge, or problem your session addresses, and why it matters to the ELICOS sector.
- **Define your focus** by choosing a specific topic that allows for depth of discussion. Highlight what is innovative or how your session sheds new light on a topic, particularly through your experience or practice.
- **Explain your session structure**, including how the session will be organised and any interactive elements such as audience questions, discussions, or activities.
- **Describe the session outcomes** by clearly stating the key take-aways or learnings for participants and how they can apply these in their own contexts.
- **Include evidence or research** where relevant to strengthen the credibility of your proposal.
- **Consider your target audience** and the relevance to specific roles or contexts within ELICOS to show alignment with attendee needs.
- **Choose an engaging title** that is clear, concise, and attention-grabbing. Titles should be no longer than 15 words.

#### Abstract judging criteria

Submitted abstracts will be judged by the conference program committee, a committee of ELICOS experts. The judges will use the following criteria when making decisions about which abstracts to include in the program:

- are relevant to the [Conference theme](#)
- are clearly written, well structured, and describe session outcomes and what participants will experience
- demonstrate clear take-home benefits or practical applications for delegates
- address current issues, challenges, emerging trends, or innovations in ELICOS
- are relevant and engaging for professionals working in ELICOS contexts
- are underpinned by sound pedagogical, methodological, research and/or data-informed principles (as appropriate)

The committee also aims for a diverse program covering a variety of topics, so the overall selection is not always within your control.

## Polishing your proposal

- **Share your proposal with a friend or colleague.** They can check whether your ideas are clear and understandable and provide a fresh perspective as a second pair of editing eyes.
- **Use inclusive language.** Avoid technical jargon to ensure your ideas are accessible to all attendees.
- **Remember that, if your proposal is selected, it will be published in the conference program.** Be specific about your focus and the structure of your session to set clear audience expectations.

## Commercial content

- **Disclose commercial content.** If your session focuses on a commercial product, state this clearly in your proposal. You will also need to consider whether the session should be included in the Information Roundtable stream.

If you have questions about your abstract, please contact Sophie at English Australia via [sophieokeefe@englishaustralia.com.au](mailto:sophieokeefe@englishaustralia.com.au). Thank you for considering submitting an abstract and best of luck with it.