



Stories of Transformation

2026 English Australia Conference

16-18 September | Pullman on the Park Melbourne | eaconference.com.au

Abstract Submission Guidelines

Abstract submissions are now open for the 2026 English Australia Conference (EAC 2026).

EAC 2026 will be held in Melbourne from 16-18 September at Pullman on the Park, Melbourne, and attracts a diverse range of professionals from across the English Language Intensive Courses for Overseas Students (ELICOS) sector each year.

You are invited to submit an abstract for the EAC 2026 program and to contribute to the professional development of others working in ELICOS across all areas - teaching and learning, assessment, policy and management, staff and student support, admissions and marketing.

PLEASE NOTE: Abstracts submitted in hard copy will not be accepted. Only abstracts submitted via the online portal will be accepted and reviewed.

Key Dates

- The submissions portal will close at **11:59 PM on Monday 18 May 2026 (AEST)**.
- All presenters must register and pay to attend the Conference. You will need to register and pay by no later than **Tuesday 7 July 2026**.
Presenters can register for a discounted registration fee of \$780 for full conference or \$410 for one day registration.

Please remember that submitting an abstract does NOT automatically register you as a delegate. Presenters who fail to register by the due date risk having their presentation removed from the program.

Steps for Abstract Submission

Follow these steps to submit your abstract (outlined in this document):

1. Select a 2026 English Australia Conference **stream**
2. Choose a **presentation type**
3. Review abstract **Selection Criteria**
4. Follow the **Submission Guidelines**
5. Create an account or log in
6. Submit your abstract

Please note the 2026 Conference theme of [Stories of Transformation](#). Presentations should align to the theme.

1. Conference Streams

The Program will consist of six different focus areas, or streams:

- Teaching and Learning
- Assessment
- Management
- Marketing and Admissions
- Student and Staff Support/Student Services
- Information Roundtable*

*Information Roundtable sessions are for service providers who would like to showcase their work. They are an opportunity for organisations to connect their brand with industry professionals in an intimate, interactive setting.

2. Presentation Types

There are five presentation types for accepted abstracts:

1. **Standard Talk (30 minutes):** Share research, innovation or effective practice in a 25-minute presentation, then answer 5 minutes of audience questions.
2. **Lightning Talk (12 mins):** Present a practical idea, case study or showcase best practice in a short session of 12 minutes + 2 minutes question time. These are focused and quick practitioner sessions. Two Lightning Talks will be grouped together into a 30-minute session.
3. **Campfire Talk (30 mins):** Much like people sitting around a campfire, this is an informal way for presenters to facilitate a discussion around a topic with session attendees. Presenters should outline the session context and focus and then encourage attendees to set the discussion agenda by raising relevant issues and topics. The discussion is led by the presenter(s), who give a short summary of it at the end of the session.
4. **Panel Discussion (60 mins):** Lead a focused discussion around a specific topic with 3-4 panelists and a facilitator. Panels are structured sessions with a set time for each panelist to present (approximately 8 to 12 minutes), followed by a 15-minute Q&A. Each speaker brings a different perspective or view about the same topic.
5. **Interactive Workshop (60 mins):** Engage participants in a hands-on learning experience focused on practical skills, strategies, or approaches that can be applied in professional contexts. Workshops should be highly participatory and provide clear outcomes, offering opportunities for attendees to collaborate, discuss, practice, and/or reflect. NB: In the event of a high volume of workshop proposals, conference organisers may request some authors to present their workshop as a 30-minute talk instead.

3. Abstract Selection Criteria

The Program Committee will be looking for abstracts that:

- 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)

4. Content Guidelines

To assist the program committee in deciding if your proposal is selected for the final conference program, please adhere to the following guidelines:

- The submitting presenter must ensure that all co-presenters have read and approved the title, abstract, presenter names and presenter bios.
- The presentation title must be no more than 15 words in length.
- The abstract must be no more than 250 words in length.
- Submitters are asked to include a biography with a maximum of 100 words and a profile photo (for each presenter).

5. Submit your Abstract

The online portal offers a text-based submission form where you will be required to enter the information regarding your abstract, such as Title, Authors, Biography, etc.

Submitting an abstract is a multi-step process:

1. Ensure that you have a copy of your abstract file on hand so that you can copy/paste the information easily into the text-based submission form fields.
2. Your abstract is to be no more than 250 words.

Please note, the submission portal has changed from previous years and in turn, so has the submission process.

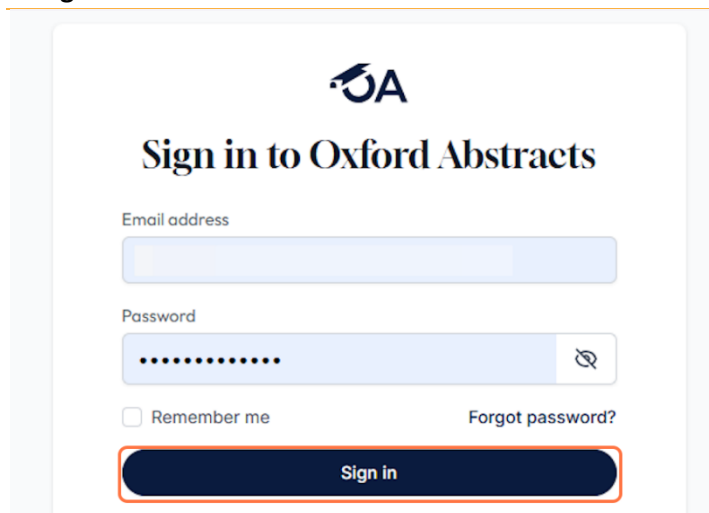
Click on the link below to access the abstract submission site:

[ABSTRACT SUBMISSION PORTAL](#)

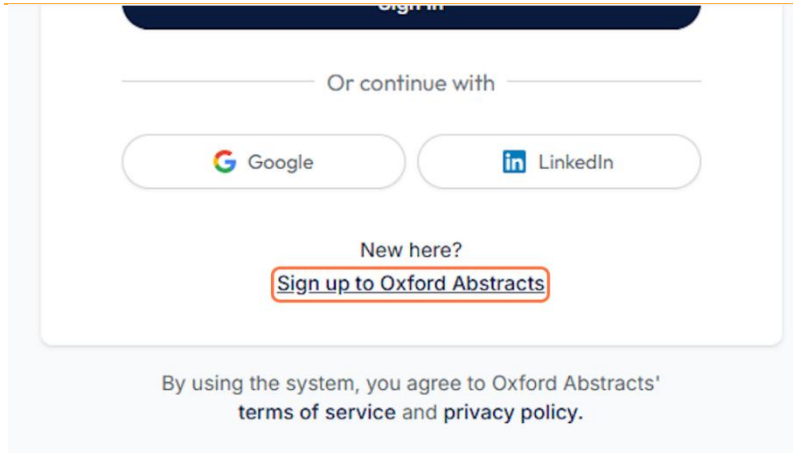
Or copy and paste the URL:

<https://app.oxfordabstracts.com/stages/81363/submitter>

1. Sign in to Oxford Abstracts



2. If you don't already have an account, you will need to create one



Sign in

Or continue with

Google LinkedIn

New here?
[Sign up to Oxford Abstracts](#)

By using the system, you agree to Oxford Abstracts' terms of service and privacy policy.

3. Enter the primary author's details and upload their photo

You will begin by entering the name of the main/presenting author first. Once you have completed the main author, you are then able to add any additional co-authors. Please ensure the spelling of their names and affiliations (if applicable) are correct.

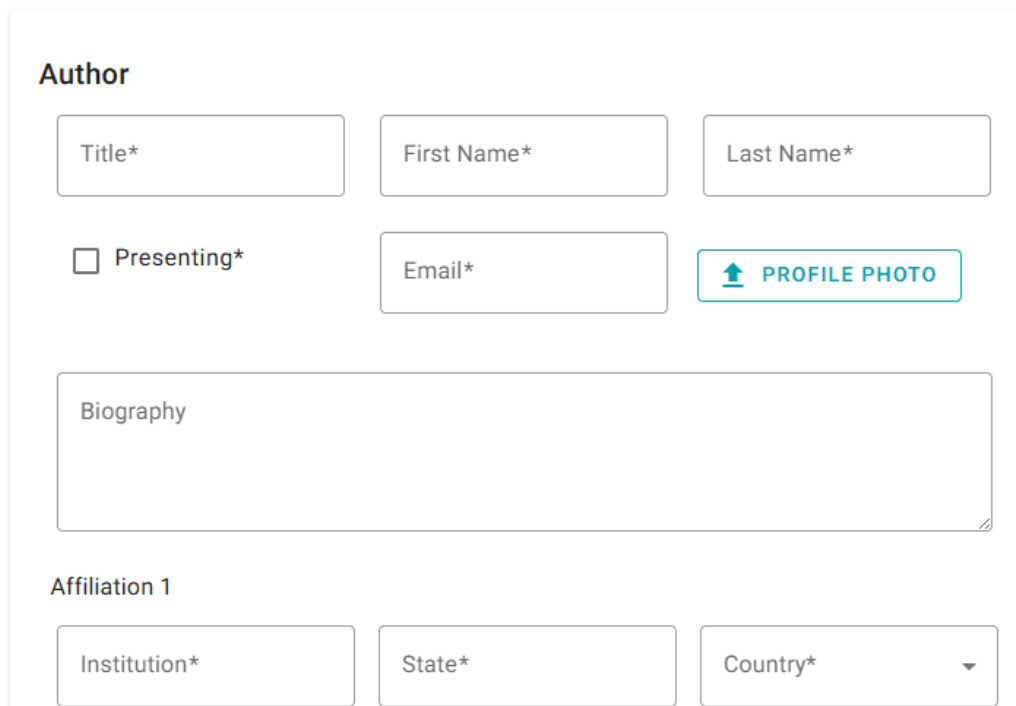
Confirm the following items for your authors:

- **Author will attend** – Submitters must indicate that they confirm at least one author will register in full to attend and present at the Conference if the submission is accepted for presentation.

Select 'Presenting' if they are the presenting author for this paper, you can select this for more than one author but must select it for at least one.

Authors and affiliations*

You MUST enter the names of ALL authors including yourself if you are an author, in the order in which you wish them to appear in the printed materials.



Author

Title* First Name* Last Name*

Presenting* Email* [↑ PROFILE PHOTO](#)

Biography

Affiliation 1

Institution* State* Country*

4. If you have another author, select + ADD ANOTHER AUTHOR

Affiliation 1

Institution* State*

+ ADD ANOTHER AFFILIATION

+ ADD ANOTHER AUTHOR

Title*

Enter the full title of your submission

5. Add the second author's details

Work Place Victoria Australia

+ ADD ANOTHER AFFILIATION

Author 2

Title* First Name* Last Name*

Presenting Email*

Affiliation 1

Institution* State* Country*

+ ADD ANOTHER AFFILIATION

+ ADD ANOTHER AUTHOR

6. Enter the title of your abstract

The title should be as brief as possible but long enough to clearly indicate the nature of the abstract. If you wish to include a subtitle, it must be included in this field and included in the 15-word limit. Please use sentence case for titles with a capital letter after any colons.

Affiliation 2

Institution* State* Country*

+ ADD ANOTHER AFFILIATION

+ ADD ANOTHER AUTHOR

Title*

Enter the full title of your submission

2/15
1/1 lines

Program Stream*

The Program will consist of five different streams. Please select one of the below:

7. Select the program stream and presentation type for your paper

Program Stream*

The Program will consist of five different streams. Please select one of the below:

Presentation Type*

Please choose your preferred means of presentation.

NB: In the event of a high volume of workshop proposals, conference organisers may request some authors to present their workshop as a 30-minute talk instead.

If you have selected workshop, where possible please structure your abstract to include: **Introduction, Methods, Results and Conclusion**

8. Enter the body of your abstract (max. 250 words)

- Enter the abstract text, by either copy/pasting from your word file or typing in the information.
- References are not required. If you wish to include them, they must be included in the body of your abstract and included in the 250-word count.
- Once your submission is complete, please read your abstract in full to ensure all details are correct.
- Do not use tables or figures in abstracts.

Abstract*

Enter an abstract of your paper (max 250 words).

0/250

9. Review and agree to the terms and conditions for your submission

By submitting, authors must agree to the following terms and conditions:

- I confirm this submission has been approved by all authors.
- I confirm that the information in my presentation and any supporting materials, including but not limited to handouts, notes, videos, music, pictures, or slideshow (presentation), are true and accurate to the best of my knowledge.
- I confirm that I either:
 1. own all of the content in my presentation and/or original works of at least one author/presenter; or

2. for content that I do not own, I have permission to use it. I have provided appropriate and thorough references.

- If third-party material is used in the submission, I promise it does not and will not breach any existing Intellectual Property or a third party's Intellectual Property or Moral Rights.
- I confirm I have complied with all relevant legislation, including privacy laws in relation to personal information of any person or patient.
- I confirm my presentation will not contain any content which is defamatory, discriminatory or offensive toward any individual or group, including but not limited to references to race, gender, sexual orientation, disability, cultural background, political beliefs or religious views.
- If the submission is accepted, I confirm that at least one author will register and pay to attend and present the abstract at the conference.
- No funding is provided to presenters. Any presenter not registered for the conference by the deadline specified in the acceptance email may have their abstract removed from the proceedings and program.
- You give English Australia and Think Business Events permission to film or photograph your presentation at the English Australia Conference and publish online.
- You give permission for English Australia to publish your submission on electronic media and in hardcopy if it is accepted for presentation.
- You give permission for English Australia to publish your slides on the English Australia website.

I give permission for English Australia to publish your submission on electronic media and in hardcopy if it is accepted for presentation.

I confirm

10. Submit

Submit your abstract.

SUBMIT

11. Summary and amendments

You will then be directed to a summary page. From here, you will be able to amend or continue to complete your submission.



Stories of Transformation

2026 English Australia Conference

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English Australia Conference 2026

AMEND

CONTINUE

Submission ID

2

Authors and affiliations (required)

Miss Jane Doe (Presenting) jane.doe@email.com
Work Place, Victoria, Australia

Mr Co Worker co.worker@email.com
Workplace, Victoria, Australia
2nd Workplace, Victoria, Australia

Title (required)

Abstract Title

Program Stream (required)

Teaching and learning

Presentation Type (required)

Panel Discussion (60 minutes)

Abstract (required)

Introduction:

Methods:

Results:

Conclusion

Terms and Conditions (required)

I confirm

12. Confirmation Email

You, and all additional authors, should then receive an email with the details of your submission and a link for any future amendments.

Submitting more than one abstract

To submit more than one abstract, simply follow the process again by accessing the form using the link above.

Amending an Abstract

You may wish to edit your submission prior to the close date. To do so you will need to:

1. Log back into the submission portal or access the individual abstract's link from your confirmation email.

Thank you for your complete submission '**Abstract Title**' for the English Australia Conference 2026.

Your submission reference number is **2**.

Click the link to download your submission as it may appear in conference materials if accepted.

<https://app.oxfordabstracts.com/events/77025/submissions/1315320/abstract-book-view>

You will be informed of the outcome of your submission after Wednesday, 10th June, 2026.

For any enquiries, please quote the reference number in any communication with us.

<https://app.oxfordabstracts.com/stages/81363/submissions/1315320/form/view>

2. Click on the '**Amend**' button.

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Submission ID
2

Authors and affiliations (required)

3. Once all edits have been made, follow the prompts to submit the changes.
4. You will be sent an email confirming that your abstract has been amended.

Withdrawing a Submission

Please email us at EAC@thinkbusinessevents.com.au to withdraw your submission, quoting the submission ID and/or title.