



BEYOND FUTURES
Festival of Research & Innovation

Submission Details

To submit you must choose a track and follow the guidelines (see next pages).

- **Track 1:** Extended Abstract - 1000 words
- **Track 2:** Full paper - 5 pages

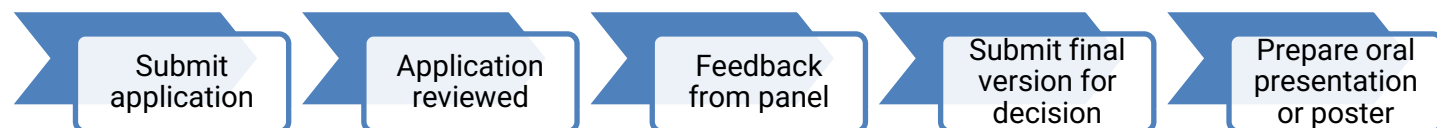
Submission forms must be emailed to beyondfutures@wlv.ac.uk by **5pm on 30 June 2025** with the subject: '**Beyond Futures Submission 2025 (+ Faculty)**'.

When preparing your submission please remember that your audience is non-specialist and content should be accessible to the general public.

Selection Process

- **Initial review** - Your submission will be reviewed; you will receive feedback/amendments, and confirmation as to whether your submission has been accepted in principle.
- **Amendments** - You will be asked to submit a final amended version of the full paper/extended abstract (to be included in the published conference proceedings).
- **Final Decision** - You will then be invited to prepare either an oral or poster presentation (guidance will be provided).

Please be prepared to attend city campus on 9 September to present.



Key dates

- Submission of applications closes: **30 June**
- Initial reviewer feedback on submission by **14 July**
- Submission of final paper/extended abstract on or before: **28 July**
- Final decision on oral/poster presentation communicated by **1 August**
- Prepare PowerPoint presentation or poster for **1 September**

Submission guidelines

Track 1: Extended Abstract



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Please prepare your extended abstract in **Microsoft Word** using the following guidelines and append it to the submission form:

Article Title	A title of not more than eight words should be provided.
Author details	<p>Author name and supervisor team names</p> <p>Current study year of research programme (1st, 2nd, 3rd, etc)</p> <p>Faculty and School name</p> <p>University Email address of the author and supervisory team</p>
Structured abstract	<p>Author must supply a structured abstract, set out under these sub-headings:</p> <ul style="list-style-type: none"> • Abstract • Purpose (mandatory) • Design/methodology/approach (mandatory) • Findings (mandatory) • Research limitations/implications (if applicable) • Practical implications (if applicable) • Originality/value (mandatory) • Link to themes (State which theme the work fits into) <p><u>Word Limit</u> – 1000 words</p>
Keywords	Authors should provide appropriate and short keywords. The maximum number of keywords is 5 and should be placed in alphabetical order.
Headings	<p>Headings must be concise, with a clear indication of the distinction between the hierarchies of headings.</p> <p>The preferred format is for first-level headings to be presented in bold format and subsequent sub-headings to be presented in medium italics.</p>
Figures	<p>All figures (charts, diagrams, line drawings, web pages/screenshots, and photographic images) should be submitted in electronic form.</p> <p>All figures should be of high quality, legible, and numbered consecutively with Arabic numerals. Graphics may be supplied in colour to facilitate their appearance on the online database.</p>
Tables	<p>Tables should be typed and included in the main body of the paper. The position of each table should be clearly labelled in the body text of paper.</p> <p>Ensure that any superscripts or asterisks are shown next to the relevant items and have corresponding explanations displayed as footnotes to the table.</p>
References	References to other publications must be in Harvard style and carefully checked for completeness, accuracy, and consistency.

Submission guidelines

Track 2: Full Paper

Please prepare your paper in **Microsoft Word** using the following guidelines and append it to the submission form:



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Article Title	A title of not more than eight words should be provided.
Author details	Author name and supervisor team names Current study year of research programme (1st, 2nd, 3rd, etc) Faculty and School name University Email address of the author and supervisory team
Abstract	Abstract should include: <ul style="list-style-type: none">• Purpose (mandatory)• Design/methodology/approach (mandatory)• Findings (mandatory)• Research limitations/implications (if applicable)• Practical implications (if applicable)• Originality/value (mandatory)• Link to themes (State which theme the work fits into) <p><u>Word Limits</u> - maximum 250 words (including keywords), followed by the main body of the paper, a total of 5 pages.</p>
Keywords	Authors should provide appropriate and short keywords. The maximum number of keywords is 5 and should be placed in alphabetical order.
Main body of the paper	Introduction Problem statement/motivation of the research Methodology Analysis and results Discussions Conclusions References
Headings	Headings must be concise, with a clear indication of the distinction between the hierarchies of headings. The preferred format is for first-level headings to be presented in bold format and subsequent sub-headings to be presented in medium italics.
Figures	All figures (charts, diagrams, line drawings, web pages/screenshots, and photographic images) should be submitted in electronic form. All figures should be of high quality, legible, and numbered consecutively with Arabic numerals. Graphics may be supplied in colour to facilitate their appearance on the online database.
Tables	Tables should be typed and included in the main body of the paper. The position of each table should be clearly labelled in the body text of paper. Ensure that any superscripts or asterisks are shown next to the relevant items and have corresponding explanations displayed as footnotes to the table.
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