

Submission Guidelines for Authors

International Research Conference on Future-Ready TVET and Technological Innovation for Sustainable Industrial Transformation

1. General Eligibility and Originality Requirements

The conference accepts original, unpublished, and not previously presented research work only.

Submissions must not have been published, presented, or be under review for any journal, conference, or other academic or professional outlet. By submitting, authors confirm that the work is original, properly cited, ethically conducted, and free from plagiarism, fabrication, or falsification.

All submissions will undergo academic screening and peer review in line with international scholarly standards and the research standards of the hosting institution, FDRE Technical and Vocational Training Institute.

2. Modes of Participation

2.1 Presentation Mode

Authors may participate through: Face-to-Face (On-site) Presentation or Online (Virtual) Presentation. The selected presentation mode does not influence the review outcome or academic merit of the submission.

2.2 Presentation Format

Authors may submit for: Oral (Paper) Presentation or Poster Presentation. However, authors must indicate their preferred presentation mode and presentation format during submission. The Scientific Committee reserves the right to recommend an alternative format based on review outcomes and program balance.

3. Submission Process and Stages

All submissions follow a two-stage process.

Stage 1: Abstract Submission

3.1 Abstract Requirements

Maximum length: 150 words

Language: English

References: Not required

Abstracts must clearly address:

- Background and problem statement
- Objective(s) of the study
- Methodology or analytical approach
- Key findings or expected results

- Relevance and potential contribution to improving TVET practice, industry practice, or policy

3.2 Abstract Submission Guidelines

Abstracts must align with one of the official conference tracks.

Authors must indicate:

- Preferred presentation mode (face-to-face or online)
- Preferred presentation format (oral or poster)

Abstracts must be submitted via the official conference submission website by the announced deadline.

3.3 Abstract Review and Notification

Abstracts will be reviewed for:

- Relevance to the conference theme and tracks
- Originality and clarity
- Academic quality
- Potential contribution to TVET practice, industry application, or policy development

Only authors with accepted abstracts will be invited to submit full papers or poster content.

Stage 2: Full Paper or Poster Content Submission

Authors whose abstracts are accepted must submit either a full paper or poster content, depending on the approved presentation format.

4. Full Paper Submission Guidelines

4.1 Length and Formatting

- Word limit: 6,000–8,000 words, including references
- Language: English
- File format: Microsoft Word (.doc or .docx)
- Page setup:
 - A4 size
 - Margins: 2.5 cm on all sides
 - Line spacing: 1.15
 - Font: Times New Roman, 12 pt

4.2 Structure of Full Papers

Full papers should be structured as follows:

1. Title
2. Author(s) name(s) and affiliation(s)
3. Abstract (maximum 200 words)
4. Keywords (3–5)

5. Introduction
6. Literature Review
7. Methodology
8. Results / Findings
9. Discussion
10. Implications for TVET Practice, Industry Practice, and/or Policy
11. Conclusion
12. References (APA 7th edition)

Authors are strongly encouraged to clearly articulate how their findings can inform or improve TVET delivery, industrial practice, skills systems, or policy frameworks.

5. Poster Submission Guidelines

5.1 Poster Content

Poster size: A0 (Portrait orientation preferred)

Language: English

Posters should include:

- Title and author information
- Background and objectives
- Methodology
- Key findings or expected outcomes
- Practical and/or policy relevance for TVET and industry

5.2 Poster File Submission

Authors must submit:

A poster summary document (1,000–1,500 words), and

A digital poster file (PDF format)

6. Peer Review and Evaluation Criteria

All full papers and poster submissions will undergo a double-blind peer review.

Submissions will be evaluated using the following criteria:

- Originality and contribution to knowledge
- Methodological rigor and validity
- Relevance to conference themes and tracks
- Contribution to improving TVET practice, industrial practice, skills systems, and/or policy development
- Ethical compliance and responsible use of AI tools
- Clarity, coherence, and quality of academic writing

Based on the review, submissions may be:

Accepted

Accepted with minor revisions

Returned for major revisions

Rejected

7. Ethical Use of AI Tools and Technologies

The conference acknowledges the increasing use of Artificial Intelligence (AI)-assisted tools in research and academic writing. Authors must comply with the following standards:

- AI tools may be used only as supportive tools (e.g., language editing, coding assistance, or data analysis support).
- Any use of AI tools for the above-mentioned purposes must be transparently disclosed by the authors.
- AI tools must not be listed as authors or co-authors.
- Authors remain fully responsible for the accuracy, originality, integrity, and ethical soundness of the submission.
- AI-generated content is strictly prohibited, any submission containing such content will be automatically disqualified and declared void, regardless of review stage.
- Failure to disclose or misuse of AI tools may result in rejection or withdrawal of the submission.

8. Presentation Requirements

8.1 Oral (Paper) Presentation

Presentation duration: 15 minutes, followed by 5 minutes of discussion

Presentation slides must be in English

Online presenters must ensure stable internet connectivity and test their systems in advance.

8.2 Poster Presentation

Authors must be present during assigned poster sessions to engage with participants. Online poster presenters may be required to participate in a virtual poster discussion session.

9. Conference Proceedings and Publication

Accepted and presented papers will be published in the official conference proceedings (ISBN).

Selected high-quality papers demonstrating strong practice and policy relevance may be invited for journal publication, subject to additional review. Presentation at the conference is mandatory for inclusion in the proceedings.

10. Research Ethics and Plagiarism Policy

All submissions must comply with international research ethics standards and the standards of the host institution.

Plagiarism, self-plagiarism, data fabrication, and falsification are strictly prohibited. Submissions will be screened using plagiarism detection software.

Ethical violations will result in immediate rejection or removal from the program.

11. Important Notes

At least one author must register and present the accepted paper or poster, and registration and conference participation is free.

Failure to present will automatically result in exclusion from the conference proceedings.

Submission implies full acceptance of all conference rules, ethical standards, and timelines.

The Organizing Committee encourages submissions that combine academic rigor with clear, actionable contributions to improving TVET practice, industry performance, and policy development.

The conference will take place between between April 6–8, 2026