

Doctoral Colloquium 2026

Submission Guidelines

Overview

The colloquium is open to PhD, DBA, and MPhil candidates engaged in research-based programmes, who are required to submit a single document containing an extended abstract based on their thesis work. Participants are required to submit one document containing an extended abstract based on their PhD/DBA, MPhil thesis work. Submissions should reflect ongoing or near-completed research and will be used both for selection and for assigning appropriate discussants.

The Doctoral Colloquium is designed as a developmental platform to support doctoral researchers in refining their work through constructive academic feedback. Submissions should demonstrate clear alignment between the research problem, objectives, and methodology, and indicate potential for meaningful theoretical, empirical, and/or practical contributions.

Extended Abstract

- Word limit: Maximum 4,000 words, excluding references and annexures.
- Keywords: Include up to five keywords in Times New Roman, 10-point, bold font in alphabetical order.
- File type: Microsoft Word.
- Title page: Include only the title of your study; author details must not appear on the version submitted for review to ensure a blind review process.
- Template: Use the ICOB I 2026 Doctoral Colloquium extended abstract template provided

Recommended structure (extend/omit sections as appropriate to stage of study)

1. Background of the study
2. Research Problem
3. Research questions/objectives
4. Brief review of literature and theory
5. Methodology (if applicable)
6. Preliminary findings (if applicable)
7. Discussion (if applicable)
8. Contributions and implications (theoretical, practical, and policy, if applicable)
9. Conclusion
10. References

Full research proposals will not be accepted; submissions must take the form of an extended abstract within the stated word limit.

General Formatting

- Font: Times New Roman.
- Font size: 12-point for main text; 14-point bold for title if desired, 10-point for abstract and keywords where specified in the template.
- Line spacing: 1.5 throughout the text.
- Alignment: Justified text.
- Margins: 1-inch (2.5 cm) on all sides.
- Page size: A4.
- Headings: Use a clear hierarchy consistent with the format given below; Avoid numbering headings and subheadings; Avoid using any additional levels of headings.
- Example:
 - HEADING 1** – First level (Uppercase, 14-point bold, left-aligned)
 - Subheading 1** – Second level (Capitalise each word, 12-point bold, left-aligned)
 - Subheading 2:** Third level (Capitalise each word, 12-point bold, left-aligned)
- Language: Clear academic English, following UK-English conventions where possible.
- File name: short, anonymized title when saving the file.

Referencing and Citations

- Style: American Psychological Association (APA), 7th edition.
- In-text citations: Ensure every in-text citation has a corresponding reference entry and vice versa.
- Reference list: Provide complete and accurate information for all sources cited in the extended abstract.

Figures, Tables, and Equations (if included)

- Tables and figures must be clearly labelled, centred, and referred to in the text.
- Place table titles above tables; place figure captions below figures; indicate sources directly below using the format “Source: ...”.
- Ensure that all tables and figures fit within page margins and are provided in an editable or high-resolution format.
- Equations should be typed (not inserted as images), numbered consecutively, and separated from the text with adequate spacing.

Use of Generative AI

If generative AI or AI-assisted tools are used, they may only support readability and language polishing, under full human oversight and control. Authors remain responsible for the content and must disclose any such use in a brief statement in the extended abstract or in an author note for the camera-ready version, as per conference instructions.

Submission Process and Deadlines

- Submission Method: Microsoft CMT submission
- Track Name: *Doctoral Colloquium*
- Deadline: 30 May 2026, 11:59 PM.
- Early submission is encouraged to facilitate timely review and scheduling.
- All submissions will be handled in a manner that preserves author anonymity during the review process.

Review and Camera-Ready Version

- Review: All submissions will undergo a peer-review process focusing on clarity of problems, methodological rigour (appropriate to stage), and potential contribution.
- Camera-ready copy: After acceptance, authors will be asked to submit a camera-ready version including full author details, affiliations, and contact information, formatted according to the final template.
- Similarity check: The final version may be subjected to a similarity check (e.g., Turnitin) in line with conference policy on academic integrity.