



RGS-IBG Annual International Conference 2024

**Royal
Geographical
Society**
with IBG

Advancing geography
and geographical learning

Guidance for Session Organisers

RGS-IBG Annual International Conference 2024

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The screenshot shows the Ex Ordo portal login page for the RGS-IBG Annual International Conference 2024. The page has a green header with the conference title and a 'Log In' link in the top right corner. Below the header, there are two main sections: 'NEW TO EX ORDO?' and 'LOGGED IN PREVIOUSLY?'. The 'NEW TO EX ORDO?' section includes fields for 'Email Address' (j.kendall@rgs.org), 'First Name' (James), 'Last Name' (Kendall), and 'Password' (masked with dots). A 'Create Account →' button is at the bottom of this section. The 'LOGGED IN PREVIOUSLY?' section includes fields for 'Email Address' (marie.curie@example.com) and 'Password' (masked with dots). A 'Login →' button and a 'Forgot your password?' link are at the bottom of this section. The Ex Ordo logo is in the bottom right corner of the form area.

- Create an account on the [Exordo portal](#). [RGS-IBG Annual International Conference 2024 | Ex Ordo](#)

Note: If it is your first time submitting via Ex Ordo, you will be prompted to set a password. If you have previously used Ex Ordo (**such as for our 2021 conference**), you can reset your password if needed.

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SUBMIT ABSTRACT

96 days
until submissions close

The submissions deadline is 23:59 on 1 March 2024 GMT. Please complete your submissions before this date.

If this conference has multiple submissions deadlines, you'll see the other deadlines when you submit.

[Submit Your Abstract →](#)

[Submit to an Existing Panel →](#)

[Submit A New Panel →](#)

CONFERENCE DETAILS 27th - 30th August 2024

RGS-IBG Annual International Conference 2024

www.rgs.org/ac2024

The RGS-IBG Annual International Conference regularly attracts over 2,000 geographers from around the world.

Royal Geographical Society with IBG
Advancing geography and geographical learning

Conference Dates
27 - 30 Aug 2024

Conference Location
London, UK

Conference Website
www.rgs.org/ac2024

Contact Organisers

NEED HELP?

Quickly check our knowledge base.

How do I...?

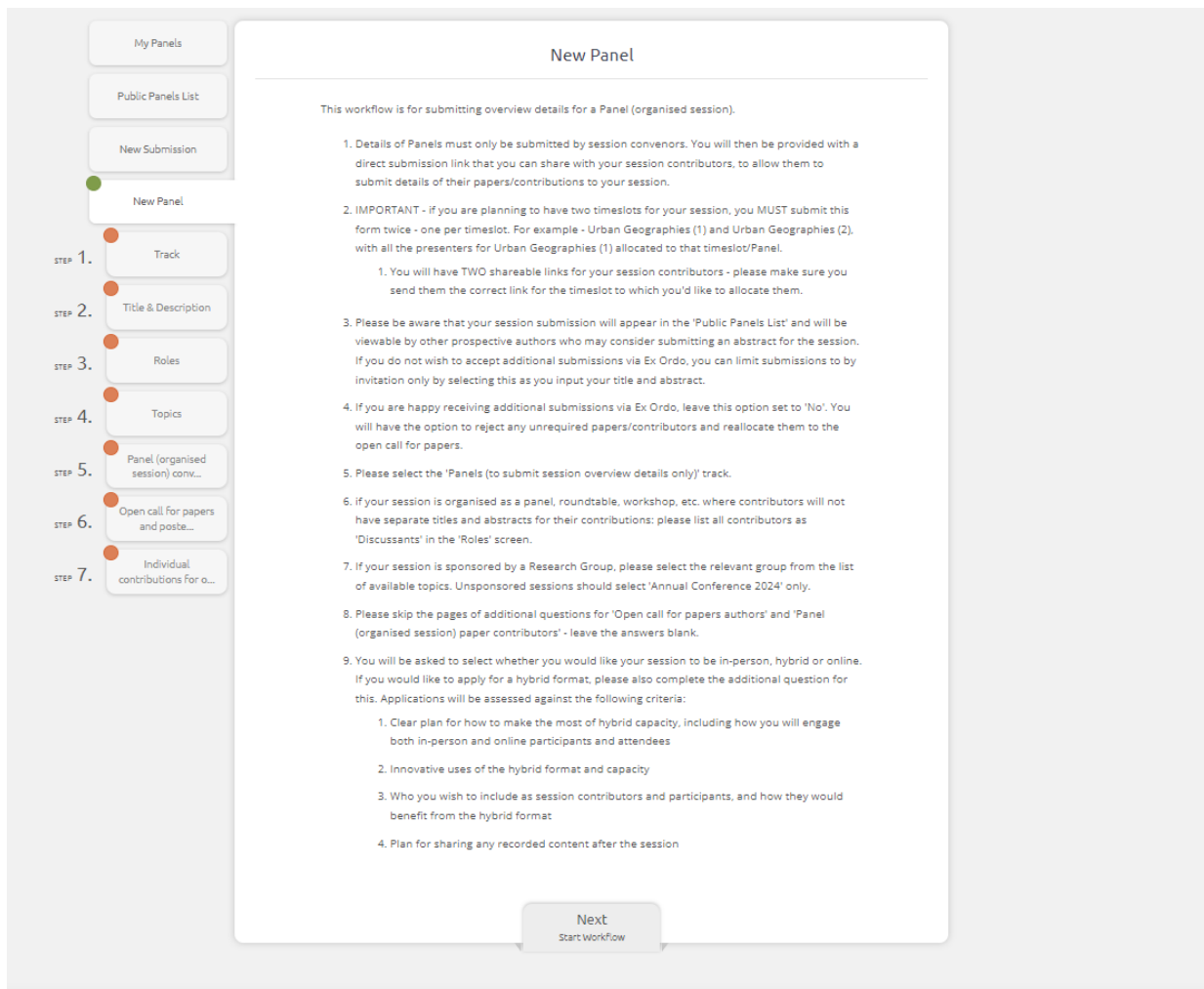
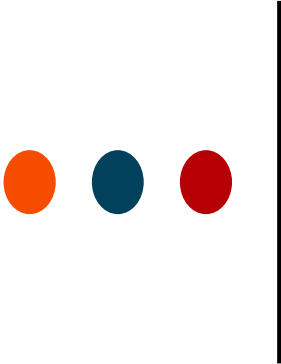
Or find out more about your role

Author Articles →

Contact Ex Ordo Support

Planning an Online Event?
Learn how to submit requests. Time to
submit [free educational webinars](#)
from 50 Online Education

- Select 'submit a new panel'



New Panel

This workflow is for submitting overview details for a Panel (organised session).

1. Details of Panels must only be submitted by session convenors. You will then be provided with a direct submission link that you can share with your session contributors, to allow them to submit details of their papers/contributions to your session.
2. **IMPORTANT** - if you are planning to have two timeslots for your session, you **MUST** submit this form twice - one per timeslot. For example - Urban Geographies (1) and Urban Geographies (2), with all the presenters for Urban Geographies (1) allocated to that timeslot/Panel.
 1. You will have TWO shareable links for your session contributors - please make sure you send them the correct link for the timeslot to which you'd like to allocate them.
3. Please be aware that your session submission will appear in the 'Public Panels List' and will be viewable by other prospective authors who may consider submitting an abstract for the session. If you do not wish to accept additional submissions via Ex Ordo, you can limit submissions to by invitation only by selecting this as you input your title and abstract.
4. If you are happy receiving additional submissions via Ex Ordo, leave this option set to 'No'. You will have the option to reject any unrequired papers/contributors and reallocate them to the open call for papers.
5. Please select the 'Panels (to submit session overview details only)' track.
6. If your session is organised as a panel, roundtable, workshop, etc. where contributors will not have separate titles and abstracts for their contributions; please list all contributors as 'Discussants' in the 'Roles' screen.
7. If your session is sponsored by a Research Group, please select the relevant group from the list of available topics. Unsponsored sessions should select 'Annual Conference 2024' only.
8. Please skip the pages of additional questions for 'Open call for papers authors' and 'Panel (organised session) paper contributors' - leave the answers blank.
9. You will be asked to select whether you would like your session to be in-person, hybrid or online. If you would like to apply for a hybrid format, please also complete the additional question for this. Applications will be assessed against the following criteria:
 1. Clear plan for how to make the most of hybrid capacity, including how you will engage both in-person and online participants and attendees
 2. Innovative uses of the hybrid format and capacity
 3. Who you wish to include as session contributors and participants, and how they would benefit from the hybrid format
 4. Plan for sharing any recorded content after the session

Next
Start workflow

- Read the instructions and click next



The screenshot shows a web interface for submitting a panel. On the left is a vertical sidebar with a progress indicator. The main content area is titled 'Track' and contains a question: 'Which track would you like to submit to?'. There are two radio button options: 'Panels (to submit session overview details only)' (which is selected) and 'Open Call for Papers and Posters'. At the bottom of the main area is a 'Done' button with the text 'Go To The Next Step' below it.

My Panels

Public Panels List

New Submission

New Panel

STEP 1. Track

STEP 2. Title & Description

STEP 3. Roles

STEP 4. Topics

STEP 5. Panel (organised session) conv...

STEP 6. Open call for papers and poste...

STEP 7. Individual contributions for o...

Track

Which track would you like to submit to?

Panels (to submit session overview details only)

Open Call for Papers and Posters

Done
Go To The Next Step

○ Select 'Panels'



My Panels

Public Panels List

New Submission

New Panel

STEP 1. Track

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STEP 4. Topics

STEP 5. Panel (organised session) conv...

STEP 6. Open call for papers and poste...

STEP 7. Individual contributions for o...

Title & Description

Title

Input session title

Description

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Input session details

497 words remaining.

Submissions by invite only No

Only panel organisers can submit to invite-only panels.

Done
Go To The Next Step

- Input the details for your session. If you only want submissions to come from people you invite, tick the box



1

My Panels

Public Panels List

New Submission

New Panel

STEP 1. Track

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STEP 6. Open call for papers and poste...

STEP 7. Individual contributions for o...

Roles

Please nominate all the organisers that contributed to this panel below.

Mr. James Kendall
j.kendall@rgs.org Remove

Title
Mr

Affiliation
Royal Geographical Society (with IBG)

Country
United Kingdom

Close

2. Add Another Organiser

Done
GO TO THE NEXT STEP

- Add in your details and those of any other session organisers. If you will have a discussant or panellists, add them here too.

My Panels

Public Panels List

New Submission

New Panel

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STEP 7. Individual contributions for o...

Topics

Please choose your topics from the list below.

ANNUAL CONFERENCE 2024 - PLEASE SELECT IF YOUR SESSION IS NOT SPONSORED BY ANY RESEARCH GROUPS 1 Topics

Annual Conference 2024

RESEARCH GROUPS SPONSORSHIP 31 Topics

Sponsored - Animal Geography Working Group

Sponsored - Carceral Geography Working Group

Sponsored - Climate Change Research Group

Sponsored - Coastal and Marine Research Group

Sponsored - Development Geographies Research Group

Sponsored - Digital Geographies Research Group

- If your session is sponsored select it from the list below. If not, proceed with the top box ticked.



My Panels

Public Panels List

New Submission

New Panel

STEP 1. Track

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STEP 3. Roles

STEP 4. Topics

STEP 5. Panel (organised session) conv...

STEP 6. Open call for papers and poste...

STEP 7. Individual contributions for o...

Panel (organised session) convenors - additional information

Keywords

****Please complete the below questions if you are a SESSION ORGANISER submitting a PANEL. Otherwise, please leave the questions on this page blank.****

Please provide up to 5 keywords for your proposed session.

Session type

Please indicate the type of session.

Select an Option

Chosen format

ORGANISED SESSIONS:

As the session convenor, please indicate whether the session will be in-person, hybrid, or online. If you would like to apply for a hybrid format, please also complete the next question.

Select an Option

Application for hybrid format

If you would like to apply for a hybrid format, please make the case for this here. Applications will be assessed against the following criteria:

1. Clear plan for how to make the most of hybrid capacity, including how you will engage both in-person and online participants and attendees
2. Innovative uses of the hybrid format and capacity
3. Who you wish to include as session contributors and participants, and how they would benefit from the hybrid format
4. Plan for sharing any recorded content after the session

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○ Fill in any additional information.



My Panels

Public Panels List

New Submission

New Panel

STEP 1. Track

STEP 2. Title & Description

STEP 3. Roles

STEP 4. Topics

STEP 5. Panel (organised session) conv...

STEP 6. Open call for papers and poste...

STEP 7. Individual contributions for o...

Open call for papers and posters - additional information

Keywords

Please complete the below questions if you are a PAPER OR POSTER AUTHOR submitting an ABSTRACT for the open call. **Otherwise, please leave the questions on this page blank.**

Please provide up to 5 keywords for your proposed contribution.

Chosen format

OPEN CALL FOR PAPERS AND POSTERS:

Please confirm whether you intend to present your paper in person or online.

Timetabling requests

Do you have any timetabling requests? If so, please make these here. We cannot guarantee to accommodate all requests but will do our best subject to the wider constraints on the conference timetable.

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○ Leave this page blank



My Panels

Public Panels List

New Submission

New Panel

STEP 1. Track

STEP 2. Title & Description

STEP 3. Roles

STEP 4. Topics

STEP 5. Panel (organised session) conv...

STEP 6. Open call for papers and poste...

STEP 7. Individual contributions for o...

Individual contributions for organised sessions - additional information

Keywords

Please complete the below questions if you are a PAPER AUTHOR submitting to an ORGANISED SESSION. Otherwise, please leave the questions on this page blank.

Please provide up to 5 keywords for your proposed contribution.

Timetabling requests

Do you have any timetabling requests? If so, please make these here. We cannot guarantee to accommodate all requests but will do our best subject to the wider constraints on the conference timetable.

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Access requirements

Do you and/or your session contributors have any access requirements? If so, please let us know the details here. For requirements linked to the creche, please get in touch with us directly at ac2024@rgs.org

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○ Leave this page blank and click done.