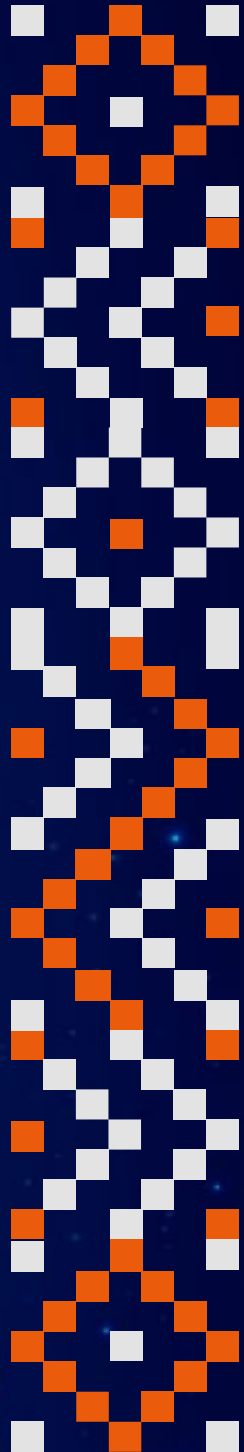




Postgraduate School  
Research Capacity Development Unit

Postgraduate & PDREF  
Annual Research Conference  
2023

Information and Application  
Guideline Booklet



The Future  
Reimagined

## **1. Details of event**

The Research Capacity Development Unit at the Postgraduate School invites you to its 2023 Postgraduate & PDRF Annual Research Conference.

Present your research in a supportive environment with the wider university community in the form of oral or poster presentations.

### **Eligibility criteria:**

To participate you have to be registered at the University of Johannesburg for on of the following:

- Postdoctoral Research Fellowship (PDRF)
- Doctoral Degree (PhD)
- Master's Degree
- Honours Degree
- Postgraduate Diploma (PGDip)

**DATE :** 20 October 2023

**TIME :** 08:00 – 16:00

**VENUE :** EMPERORS PALACE CONVENTION CENTRE, KEMPTON PARK, JHB.

**APPLICATION CLOSING DATE :** 15 SEPTEMBER 2023

**Transportation will be arranged for a limited number of students and will be granted on a “first come, first served” basis. Transportation is not guaranteed.**

**Please note that the venue will provide different meat, vegetarian and Halaal options.**

**Please state whether you may need transportation and any dietary requirements necessary on the application form.**

**CASH PRIZES AND TROPHIES WILL BE AWARDED PER CATEGORY FOR FIRST, SECOND AND THIRD PLACE, AS WELL AS THE PEOPLE'S CHOICE AWARD.**

## 2. Terms and Conditions

- Abstract selections are reviewed and subject to alteration requests by meeting organizers.
- Submission of an abstract does not constitute or guarantee acceptance.
- Acceptance of participation is based on “first come, first served” basis, as well as availability of participant registrations remaining. ***A total of 50 oral presentations and 50 poster presentations will be registered for this conference.***
- If participant registrations have been filled for an oral presentation, we may contact you to consider a poster presentation if space is available and vice versa.
- Abstracts will not be accepted after the deadline unless granted by the organizing committee.
- Only one abstract per presenter and presenting format (oral or poster) may be submitted.
- If, for any reason, you need to withdraw your participation, please send an email to [rcdenquiries@uj.ac.za](mailto:rcdenquiries@uj.ac.za).

### Disclaimer

Submission of the abstract grants consent to publication of the abstract within our abstract booklet and dissemination of booklet to conference participants and attendees.

If you have any questions, please contact us on [rcdenquiries@uj.ac.za](mailto:rcdenquiries@uj.ac.za).

## 3. Documentation

- Application form
- Abstract
- Motivation by Supervisor in support of participation and in acknowledgement of the content you will be presenting

***Please find documents on OneDrive link - [Click here](#).***

***Once completed, please submit as one document and register for the conference on our online booking system (see below).***

## 4. Registration and submission

4.1 Sign in or register on our online booking system (<https://rcdonline.co.za/>)



4.2 Click on “Events” on the left-hand pane



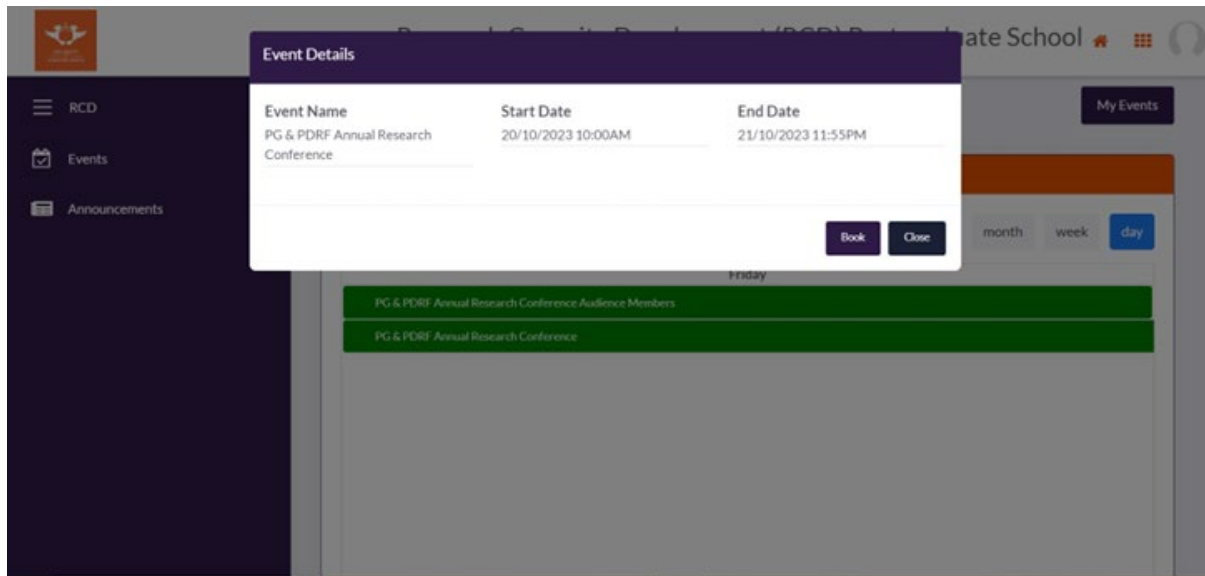
### 4.3 Navigate to the month of October.

The screenshot shows the 'Events' page of the Research Capacity Development (RCD) Postgraduate School. The page features a dark purple sidebar with navigation options: RCD, Events, and Announcements. The main content area is titled 'Events' and includes a 'My Events' button. Below this is the 'Event Calender' for 'OCTOBER 2023'. The calendar is in 'month' view and shows dates from 1 to 21. Three green event cards are visible: 'Sit Tight & Write Session' on Friday, October 6th and 13th, and 'PG & PDRF Annual Research Conference' on Friday, October 20th. The top of the page includes the school's logo and navigation icons (home, menu, profile).

### 4.4 Select "Day" view and navigate to the 20<sup>th</sup>. Click on PG & PDRF Conference.

The screenshot shows the 'Events' page with the 'Event Calender' in 'day' view for 'OCTOBER 20, 2023'. The view is titled 'Friday' and displays two green event cards: 'PG & PDRF Annual Research Conference Audience Members' and 'PG & PDRF Annual Research Conference'. The sidebar and top navigation elements are consistent with the previous screenshot.

#### 4.5 Select "Book".



#### 4.6 Upload your documents:

- Abstract
- Motivation
- Checklist (Application form)

Please also email these documents to [rcdenquiries@uj.ac.za](mailto:rcdenquiries@uj.ac.za)

Research Capacity Development (RCD) Postgraduate School

Preshalan Naidoo 8709045120084

Email \* 200505395@uj.ac.za Cellphone \* Enter Cellphone

**Required documents**

Abstract *	Choose File	No file chosen	<a href="#">View Uploaded Document</a>
Motivation *	Choose File	No file chosen	
Check List *	Choose File	No file chosen	

I Accept the Terms & Conditions stated above

Proceed