

# Submissions

## Regular Session

Past Sessions & Conveners: [2024](#) | [2023](#) | [2022](#) | [2021](#) | [2020](#)

This type of session proposal covers topics that belong to any one of the 8 AOGS Scientific Sections of the society – Atmospheric (AS), Biogeoscience (BG), Hydrological (HS), Interdisciplinary (IG), Ocean (OS), Planetary (PS), Solar & Terrestrial (ST) and Solid Earth (SE). Once submission closes, Section Presidents will evaluate the proposals

- Those accepted will be listed on MARS to invite abstract submission
- Those rejected will not be listed
- Those whose contents are similar or closely related may be joined, combined or merged to form a single session. If the session involves 3 or more Sections, the session will be channelled to Interdisciplinary Geosciences (IG)

## Rules

1. The subject of a session should have a sufficiently broad appeal that it can be expected to consist of at least ten papers. The actual time allocation will vary according to the number of accepted abstracts. If a session has less than 10 accepted abstracts, the Section President and Program Committee reserve the right to move the abstracts to another session.
2. Session proposals with broader themes and larger scales are favoured, and session proposals with strong overlap are likely to be merged. This is so as to minimize repetition and to build a program with sessions that are fewer but larger and stronger.
3. Co-conveners must be from at least 2 countries. The minimum number of conveners is 2 and the maximum number of conveners is 5, per session.
4. Two session proposals is the maximum limit. No Convener may submit more than 2 session proposals.
5. Invited papers should not exceed one third of oral presentations in a given session, the only exception is for sessions of great timeliness (such as a recent natural disaster or the first reports from new international scientific programs or space missions).
6. Convener and Co-Conveners cannot present or be a co-author to an invited paper in their own session. Any paper with an overlap between the co-authors and the co-conveners cannot be designated as invited.
7. Program Committee will take note of scheduling requests but cannot guarantee that requests can be accommodated. Sessions could be scheduled between Monday morning and Friday afternoon.

## How to submit your regular session proposal

Please visit our FAQ page to find answers to frequently asked questions

MARS is the online conference administration platform, and in order to carry out one of more of these crucial tasks, a user account is required.

To set up a user account, log onto the portal and follow the “Create A New User Account” instructions. Click “Login → “Create A New User Account”

You can use your existing user account for future events without needing to create a new one.

Log into the portal and follow the submission guidelines provided in the “My Session Proposal” section of the Author Options dashboard.

You can make changes using the “Edit” function before the submission deadline; there is no need to withdraw and resubmit.

## **Special Session**

The themes for this kind of session proposal should be unique, and the subjects presented should differ significantly from those covered in the AOGS regular sections. Sessions such as these are invitation-only.

### **Rules**

1. The session organiser should not be a speaker at the Special Session.
2. Only Invited Speakers are featured and the invitation is not transferable
3. Every Invited Speaker needs register (and pay fee if applicable) to participate
4. All Speakers/Prospective Session Participants should have agreed to participate in the session before the Session Proposal is submitted.

### **How to submit your proposal for Special Session**

To assist in creating and developing a proposal based on a session format of your choosing, kindly use the template below. We request that you email your proposal and any supporting documents (in.doc or.docx format) for the consideration of the AOGS Program Committee to [cwutyphoon@ntu.edu.tw](mailto:cwutyphoon@ntu.edu.tw)

#### **1. Proposer Information**

- a. Full Name
- b. Organization, affiliation or credentials
- c. Professional Email address
- d. An explanation of relevant past experience in organizing seminars or workshops and/or speaking on the subject matter

#### **2. Details Needed for the Session Proposal**

- a. A Title and an explanation of its timeliness and comments about the specific audiences for which it will be of principal interest.
- b. Names, complete affiliation and email address of the Session Organizer(s); Session Chair(s); and all Speakers/Prospective session participants.
- c. Title for each presentation.
- d. Abstract for each presentation (300 words max).
- e. Session Format - You may choose one of the following:

### **90-Minute Seminar/Colloquium**

This will be a session involving at least six (6) registered participants, including a moderator/facilitator.

At least 15 minutes should be left for audience participation. This is an opportunity to share vital issues important to your organization and communities.

### **120-Minute Interactive Workshop**

This will be a hands-on interactive event with a maximum of three presenters that gives attendees an extended learning experience.

### **60 -Minute Overview Lecture**

The lecture should provide a broad summary of a specific topic, highlighting key concepts, recent developments and future directions. At least 15 minutes should be left for audience participation.

## **Submit Abstract – Guidelines and Requirements**

### **1. Language and Registration Requirements**

- a. English is the official language throughout the meeting.
- b. By submitting the abstract, you are granting AOGS to publish and disseminate it electronically.
- c. Each successfully submitted abstract will be given an abstract ID. Please quote this when making enquiries
- d. It is expected that at least one author registers and attends the meeting to present the accepted abstract.
- e. The ID for the accepted abstract that will be presented must be given in the online registration form.
- f. If the ID of the abstract to be presented is not provided in the online registration form, the presentation will not be assigned a time slot.

### **2. Review and Notification of Outcome**

- a. Conveners and/or Section Presidents will review abstracts for contents and scientific merits.
- b. The review decision will be either “Accepted” or “Rejected”
- c. Presentation mode (Oral or Poster) will be decided at the time of session scheduling. Author’s preferred presentation mode is usually honoured though not always guaranteed to be satisfied.

### **3. Abstract Reivew Status – Terms and Meaning**

- a. Unpaid : The abstract processing fee needs to be paid before a submission can proceed.
- b. Active : Abstract submission is successfully completed
- c. Pending : Abstract submission is not yet successfully completed

- d. Accepted : The abstract has been reviewed and accepted for presentation at this meeting
- e. Rejected : In the reviewer's opinion, your abstract is unsuitable for presentation at this meeting
- f. Withdrawn : After the abstract has been successfully submitted, it is removed from the abstract list.  
Please note: The paid abstract fee cannot be refunded.

#### **4. Abstract Processing Fee**

- a. Abstract processing fee payment amount is SGD55.00 per abstract for AOGS members and SGD85.00 for everyone else, including members of AOGS partner societies. The limit is 2 abstracts maximum per submitting author.
- b. The abstract fee must be paid before a submission can proceed, which could take as little as a few minutes or as long as 72 hours
- c. You can make changes using the "Edit" function before submission deadline; there is no need to withdraw and resubmit (see 6.2b)
- d. Every new submission attracts an abstract processing fee. This is non-refundable and not waived under almost any circumstances whether: duplicate/withdrawn/rejected
- e. All payments must be received in Singapore Dollars (SGD)
- f. Goods & Services Tax (GST)
  - Listed amounts are not inclusive of GST
  - GST is charged at the prevailing rate of 9%
- g. GST is zero-rated for payees whose businesses are registered outside Singapore (i.e. you will not be required to pay GST).

#### **5. Payment Method – Choose ONE Only**

All payments to "Meeting Matters International Pte Ltd" which is the secretariat and conference management company.

##### **5.1 Card Payment**

- a. MasterCard, Visa, UnionPay, Diners Club, JCB, Amex
- b. For securing Card-Not-Present (CNP) transactions against fraud, Visa and MasterCard are required to be 3D Secure enabled or payment will be declined. If your credit card is not 3D Secure enabled, please get in touch with your card issuer/bank to request for it to be enabled.

##### **5.2 Digital Wallet and Mobile Payment**

- a. Discover, Alipay, WeChat Pay
- b. PayNow, Shopee Pay & GrabPay Supports Singapore Dollar Only Payments

### 5.3 Cash and Bank Transfer – Terms:

- a. SGD90 platform fee applies
- b. All bank charges are borne by the remitter (ordering customer)
- c. Conference/event title and abstract submitter name must appear in the bank document
- d. Email secretariat a copy of the bank document as proof of payment
- e. Bank details:

UEN (Pay : 200210443E  
Now)

Account : Meeting Matters International Pte Ltd  
Name

Account : 003-902606-4  
Number

Bank Name : DBS Bank Ltd

Bank : 12 Marina Boulevard, Level 3, DBS Asia Central @  
Address MBFC Tower 3, Singapore 018982

Swift Code : DBSSSGSG

### 5.4 All payment related disputes/queries and chargebacks will be handled by Meeting Matters International Pte Ltd

Please contact AOGS Secretariat: - Meeting Matters International Pte Ltd  
Address: #06-23 ONE COMMONWEALTH, 1 Commonwealth Lane,  
Singapore 149544  
Tel: +65 6472 3108 Email: [info@asiaoceania.org](mailto:info@asiaoceania.org)

## 6. How to Submit Your Abstract

Please visit our FAQ page located in the “Support & Resources” section of the conference website’s homepage to find answers to frequently asked questions

### 6.1 MARS is the online platform, and in order to carry out one of more of these crucial tasks, a user account is required.

- a. To set up a user account, log onto the portal and follow the “Create A New User Account” instructions.  
Click “Login → “Create A New User Account”
- b. You can use your existing user account for future events without needing to create a new one.
- c. Please note that a co-author must also have a user account
- d. All personal information and contact details will be based on the profile form provided in the user account
- e. User accounts are strictly personal and private. The user only may be allowed to make changes and corrections to their profile.

## **6.2 Submit Abstract**

- a. Log into the portal and follow the submission guidelines provided in the “My Abstracts” section of the Attendee Options dashboard.
- b. You can make changes using the “Edit” function before the submission deadline; there is no need to withdraw and resubmit.
- c. Abstract should contain text only and may not exceed 300 words.

### **1. Language and Registration Requirements**

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- f. Withdrawn : After the abstract has been successfully submitted, it is removed from the abstract list.  
Please note: The paid abstract fee cannot be refunded.

### **4. Abstract Processing Fee**

- a. Amount payable is SGD35.00 per abstract. The limit is 2 abstracts maximum per submitting author

- b. The abstract fee must be paid before a submission can proceed, which could take as little as a few minutes or as long as 72 hours
- c. You can make changes using the “Edit” function before submission deadline; there is no need to withdraw and resubmit (see 2.4)
- d. Every new submission attracts an abstract processing fee. This is non-refundable and not waived under almost any circumstances whether: duplicate/withdrawn/rejected
- e. All payments must be received in Singapore Dollars (SGD)

## **5. Payment Method – Choose ONE Only**

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### **5.1 Card Payment**

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UEN (Pay Now)	: 200210443E
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- b. You can make changes using the “Edit” function before the submission deadline; there is no need to withdraw and resubmit.
- c. Abstract should contain text only and may not exceed 300 words.

## **Announcement: 2025 AOGS Key Lectures & Call for Nominations**

Dear Members,

AOGS is now accepting nominations for key lecture speakers for our 2025 Annual Meeting which will be taking place from 27 July to 01 August, 2025 at the Marina Bay Sands Singapore’s Expo and Convention Centre. We invite members to propose distinguished individuals who have made significant contributions to geosciences and can provide valuable insights to our community.

Below are details on each key lecture and the nomination process.

### **Key Lecture Categories**

1. Axford Lecture with a maximum of 2 per annual meeting  
The Axford Lectures are society-level talks delivered on the opening day of the annual meeting to all attendees.
2. Distinguished Lecture with a maximum of 1 per section  
The Section Distinguished Lectures focus on specific geoscience disciplines



within the society, each headed by a Section President. The eight key areas are: Atmospheric Sciences, Biogeosciences, Hydrological Sciences, Interdisciplinary Geosciences, Ocean Sciences, Planetary Sciences, Solar & Terrestrial Sciences, and Solid Earth Sciences

3. Kamide Award Lecture with a maximum of 2 winners per section  
The Kamide Lectures are award presentations by early career researchers. Like the Section Distinguished Lectures, the talks center on the society's eight geoscience disciplines.

### **Guidelines and Requirements**

1. Criteria, Selection Procedure, AOGS Guidelines and Policy can be found at this URL: [https://www.asiaoceania.org/aogs2025/public.asp?page=support\\_and\\_re\\_sources.asp#SLSPSB](https://www.asiaoceania.org/aogs2025/public.asp?page=support_and_re_sources.asp#SLSPSB)  
Please abide by them strictly.
2. Submission Deadline  
All nominations must be submitted by 22 October 2024.
3. How to Nominate
  - 3.1 Section Distinguished Lectures and Kamide Award Lectures  
Email the Award Committee Chair and the relevant Section President – The nominee's name, affiliation, a brief biography, and a summary of their achievements.  
The email addresses are listed in the Selection Committee section of this announcement.
  - 3.2 Oxford Lectures These should be submitted via MARS, the AOGS online platform under "Nomination" in the "Author Options" section.
    - To set up a user account, log onto the portal and follow the "Create A New User Account" instructions. Click "Login → "Create A New User Account"
    - You can use your existing user account for future events without needing to create a new one.
4. Benefits for speakers
  - The speakers will receive a plaque, financial support, and free admission to the annual meeting when the lectures will be given.
  - The papers pertaining to the key lectures will be published in the society's journal after they are presented at the annual meeting. The society will pay the article processing charge.

We encourage all members to participate in this important process by nominating deserving individuals who have made significant contributions to our field.

**For more information :**

Please email the relevant Selection Committee member with a copy to [admin@asiaoceanica.org](mailto:admin@asiaoceanica.org)

**Selection Committee**

Awards Committee Chair : Chun-Chieh WU, AOGS Vice-President  
[cwutyphoon@ntu.edu.tw](mailto:cwutyphoon@ntu.edu.tw)

Section President : Atmospheric Sciences (AS)  
Yali LUO, Section President  
[yali.luo@nuist.edu.cn](mailto:yali.luo@nuist.edu.cn)

: Biogeosciences (BG)  
Punyasloke BHADURY (PB), Section President  
[pbhadury@gmail.com](mailto:pbhadury@gmail.com)

: Hydrological Sciences (HS)  
Qingyun DUAN, Section President  
[qyduan@hhu.edu.cn](mailto:qyduan@hhu.edu.cn)

: Interdisciplinary Geosciences (IG)  
Anawat SUPPASRI, Section President  
[suppasri.anawat.d5@tohoku.ac.jp](mailto:suppasri.anawat.d5@tohoku.ac.jp)

: Ocean Sciences (OS)  
Tso-Ren WU, Section President  
[tsoren@ncu.edu.tw](mailto:tsoren@ncu.edu.tw)

: Planetary Sciences (PS)  
Zhonghua YAO, Section President  
[yaozh@hku.hk](mailto:yaozh@hku.hk)

: Solar & Terrestrial Sciences (ST)  
Linghua WANG, Section President  
[wanghlhwang@pku.edu.cn](mailto:wanghlhwang@pku.edu.cn)

: Solid Earth Sciences (SE)  
Yasuyuki KANO  
[ykano@eri.u-tokyo.ac.jp](mailto:ykano@eri.u-tokyo.ac.jp)

## AOGS 2028 Meeting Venue – An Invitation to Propose

**The Asia Oceania Geosciences Society (AOGS)** is now accepting proposals for where in Asia and Oceania to hold its 25<sup>th</sup> Annual Meeting in 2028. The dates of AOGS2028 should be any seven days in a row, from June to August of that year.

Proposals should include information on:

1. Accessibility of the proposed site from an international airport connected with major cities.
2. Availability of suitable meeting facilities at affordable price and with wireless connectivity. Please include materials on the facility showing the layout and pricing structure. A document on how general meeting requirements (see item 5 below) can be met must be made available and all aspects (including accommodation and meals for conference attendees) should be addressed.
3. Any financial contributions from private and public sector to support the meeting
4. A Local Advisory Committee (LAC) whose function is primarily to help enhance the scientific quality of the meeting by encouraging active participation of local geoscientists. Cooperation of the LAC and an undertaking to work with the Secretariat who takes instructions from the AOGS Council is essential.
5. Key Dates & Procedures

25 Oct 2024	Notify intent to submit a proposal for a meeting location
Nov 2024 to Apr 2025	Fully paid visit for AOGS representatives to inspect the proposed venue
20 May 2025	Venue proposal submission
27 Jul to 01 Aug 2025	Presentation to the selection committee at the society's 22 <sup>nd</sup> Annual Meeting in Singapore (AOGS2025)

### 5.1 Contact AOGS Secretariat

- By email to [admin@asiaoceania.org](mailto:admin@asiaoceania.org)
- By snail mail to #06-23, ONE COMMONWELATH, 1 Commonwealth Lane, Singapore 149544.

### 5.2 Information Requirement – By 25 October 2024

The site visit and inspection is a priority need for the selection committee who will decide the suitability of a venue, is a visit to inspect the proposed facility and this should ideally be fully funded by the bidding partner.

Please:

- a. Provide the venue name and address.
- b. Indicate the maximum number that the venue is able to fund for the site visit & inspection.
- c. Propose up to 3 dates between Nov 2024 and Apr 2025 for the site visit and inspection.
- d. Personal particulars of the bid team/local advisory committee – for each person: AOGS Member ID, Name, Affiliation & Contact Details
- e. Personal particulars of the team making the presentation at AOGS2025 – for each person: AOGS Member ID, Name, Affiliation & Contact Details.

6. Provisional Program (Actual may vary)

<b>DAY</b>	<b>AM SESSION</b>	<b>PM SESSION</b>	<b>EVE</b>
Sun	Registration/Exhibition Build Up Completed	Registration Pre-Conf Council Meeting Exhibitor Booth Dressing	
Mon	Paper Presentations	Paper Presentations Exhibition Day 1/Poster Session General Assembly	Welcome Reception (All Attendees)
Tue	Paper Presentations Exhibition Day 2	Paper Presentations Exhibition Day 2/Poster Session AOGS Beer Hour	
Wed	Paper Presentations Exhibition Day 3	Paper Presentations Exhibition Day 3/Poster Session AOGS Beer Hour	
Thu	Paper Presentations Exhibition Day 4	Paper Presentations Exhibition Day 4/Poster Session AOGS Beer Hour	
Fri	Paper Presentations	Paper Presentations Closing & Awards Ceremony	Convener's Dinner (By Invitation Only)

Sat	Post-Conf Council Meeting		
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7. Minimum venue facilities are:

<b>Facility</b>	<b># Days</b>	<b>Purpose</b>	<b>Capacity</b>
Auditorium x 1	0.5	Opening (PM)	600 to 700 Theatre Seats
Auditorium x 1	0.5	Closing (PM)	450 to 500 Theatre Seats
Breakouts x 24	5	Presentations	50 to 150 Theatre Seats per room
Meeting Room x 1	7	Exec Meetings	25 to 30 pax, U-Shape
Working Room x 1	8	AOGS Office	25 to 30 pax
Hall x 1	1.5	Build Up	250 to 300 Boards; to fit one A0 Poster, landscape format (841mm x 1189mm) 50 Exhibition Booths (6 sqm)
	4	Exhibition & Poster Sessions	
	5	Refreshment Breaks	Co-location with Exhibition, Poster Sessions, Beer Hour & Welcome Reception