

 Water Institute of Southern Africa	Biennial Conference and Exhibition 22 – 24 July 2026 CAPE TOWN	 RETHINKING AMANZI securing our future 22 - 24 July CTICC Cape Town Biennial Conference and Exhibition 2026
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ABSTRACT GUIDELINE FOR AUTHORS

Dear Author

Thank you for considering submitting an abstract for WISA 2026. Please keep in mind that, as space on the programme and in the venue is limited, only papers of exceptional quality that will interest delegates at WISA 2026 are accepted by the WISA 2026 Technical Committee (TC) for oral or poster presentation.

Please read and follow these Author Guidelines CAREFULLY before you begin with the abstract submission process to give your submission the best chance of success for acceptance:

1. Your abstract is submitted on the online portal of the Professional Conference Organiser (PCO), and instructions on how to use the online portal is attached hereto as **Appendix 1**.
 - a. Please choose the presentation type as 'oral' or 'poster' presentation.
 - b. Please choose the subtheme that you consider most relevant for your abstract.
2. The WISA 2026 TC will make the final decision as to which abstracts will be accepted for inclusion in the programme and can change the chosen presentation type (oral/poster) and/or the chosen theme without consultation with the author to ensure a coherent conference program. The TC will not enter into any discussion regarding its decisions in this regard.
3. If you want to be considered for the Student Paper Awards, you must provide evidence that you are currently a bona fide student, and all accepted student papers will be expected to submit a video recording of their presentation two (2) months before the conference to allow the adjudicators to evaluate the presentation.
4. Take note that an abstract is a short clear outline description of the main aspects of your (oral or poster) presentation. Abstracts for WISA 2026 must be a minimum of 500 words and a maximum of 1,000 words, and must be written in third person and passive voice, under the following five (5) headings (choose the applicable words for your work):
 - a. Introduction/Background/Context (use applicable) and Problem Statement:
Describe the background or context of the work or the problem statement, and the aim(s) of the abstract for the oral/poster presentation, and how it fits under the selected sub-theme of the conference.
 - b. Approach/Methodology (use applicable):
Describe the approach followed or methodology used to obtain or inform the findings or results or outcome of the subject of the abstract.
 - c. Discussion/Findings/Results/Intervention (use applicable words for your work):
Clear description or discussion of the findings or results or proposed or implemented intervention as applicable.
 - d. Conclusions and Recommendations:
Brief summary of the significance and implications of the work reported, with relevant recommendations where applicable.
 - e. References:
Please ensure that all work cited in the text is included in the reference list, and that the dates and authors given in the text match those in the reference list. References should be listed alphabetically at the end of the abstract.

5. Writing your abstract:
 - a. Abstracts must be broken down into logical paragraphs. Abstracts consisting of one single continuous paragraph will be rejected without any review.
 - b. Abstracts must be written in good, grammatically correct English, making use of the English (UK) spell checker. Be careful to not just trust the spell checker, and watch out for mistakes that the spell checker will not pick up, for example:
 - water that people can drink is "potable", not "portable", portable is something that can be carried;
 - make sure you use 'sewage' and 'sewerage' correctly;
 - use the correct spellings for 'litre' and 'metre' (a 'meter' is a measuring instrument);
 - make sure that you correctly use 'canal' and 'channel', etc.
 - c. Only metric SI units can be used. For example, measurements in $\mu\text{S/cm}$ are not acceptable, and must be converted to the correct metric SI unit, mS/m .
 - d. Abbreviations and acronyms must be spelled out in full at the first occurrence in the text.
 - e. Please use italic letters to denote chemical variables (in text or in displayed equations) or Latin names of biota. For example: "The calcium (Ca) and magnesium (Mg) concentrations showed an interesting pattern and effect. Lowered total Ca-concentrations affected the breeding patterns of *Clarias gariepinus* to such an extent that..."
 - f. Write equations in dimensionless form or in metric units.
 - g. Numbers must be written with decimal points, not commas, and commas must be used to designate thousands, for example 3,415.26.
 - h. A maximum of two (2) diagrams of figures can be uploaded to supplement the abstract, the maximum size of such uploads is 10. The location of these figures in the text of the abstract must be clearly described, for example: "insert the Figure attached with Filename 'pollution1.jpg' here", and provide captions for all inserted Figures. Because figures may be resized in the course of production, please use scale bars and not magnification factors.
6. Please refrain from using the work of others, or from using artificial intelligence (AI) in the preparation of your abstract. If the work of others is used, list them as references. If you do not, it will be considered plagiarism, and your submission will be rejected. If you relied too heavily on AI, it will be evident in your abstract, as AI still struggles with scientific concepts in an African context, for example perpetuating the myth that 'population growth' is a cause for water shortages, which is inherently discriminatory against the Global South, while it is in fact increasing urbanisation and consumerism that contributes more to water scarcity.
7. Please DO NOT submit an abstract if you are not the author or if you already know that you will not be able to attend the Conference to present your work. DO NOT submit an abstract under the name of another person.
8. Abstracts pretending to be of scientific value, but that are clearly promoting or selling a product or service or company, will be REJECTED immediately and outright. You are welcome to exhibit your product/service/company at the Exhibition.
9. Your abstract submission is anonymous, and reviewers will not know who you are – only the TC and the Abstract Contact of the PCO will be able to see who authored your submission.

Review Process including criteria

- Once your abstract is submitted on the online portal, the TC will allocate it to a minimum of two reviewers who will review it against the following criteria:
 - Structure and Language**
 - Were these Abstract guidelines followed in relation to the STRUCTURE of your abstract?
 - Does the abstract use professional and appropriate language?
 - Is the style and quality of graphics (if applicable) adequate and appropriate?
 - Is the abstract well-written (logical, interesting, correct spelling, etc.)
 - Consistency of citation and referencing style and complete reference list
 - Content**
 - Does the Title of the submission adequately reflect the content?
 - Is the issue/problem/rationale adequately explained?
 - Is the approach or method to address the issue appropriately and adequately described or illustrated?
 - Are the conclusions and interpretations adequately supported by the data/reasoning, and are recommendations made for future work or application where applicable?
 - Are the references used in the content listed under references, and if they are, are they appropriate to the content?
 - Contribution**
 - Does the submission make a unique and original contribution to its chosen topic or field, in South Africa, in Africa, or internationally, e.g. to a specific SDG?
 - Will the abstract add value to the WISA 2026 theme of "Rethink Amanzi"?
- Reviewers will use the above criteria to evaluate your submission, and you will get a notification of the outcome of the review, which could be one of the following:

Type of submission	Submission Status on system
Oral submission:	ACCEPTED for ORAL Presentation
	ACCEPTED for WORKSHOP
	PROVISIONALLY ACCEPTED for ORAL presentation, pending correction to address aspects as per reviewers' comments and resubmission
	ACCEPTED for POSTER presentation
	PROVISIONALLY ACCEPTED for POSTER presentation, pending correction to address aspects as per reviewers' comments and resubmission
Poster submission:	ACCEPTED for ORAL Presentation
	PROVISIONALLY ACCEPTED for ORAL presentation, pending correction to address aspects as per reviewers' comments and resubmission
	ACCEPTED for POSTER Presentation
	PROVISIONALLY ACCEPTED for POSTER presentation, pending correction to address aspects as per reviewers' comments and resubmission
Oral or Poster submission:	PROVISIONALLY REJECTED – STRUCTURE GUIDELINES NOT FOLLOWED, requires rewriting that follow the author guidelines
	PROVISIONALLY REJECTED – CONTENT CRITERIA NOT MET, requires extensive rewriting, awaiting resubmission for reconsideration
	REJECTED
	REFERRED to TC for decision
	WITHDRAWN

- If the status of your submission is returned to you as PROVISIONALLY ACCEPTED or PROVISIONALLY REJECTED, you **must revise your abstract within one week** (5 working days) of the request, and failure to submit a revision within this timeframe will result in its rejection.

4. Upon resubmission, when your submission is again returned to you as PROVISIONALLY ACCEPTED or PROVISIONALLY REJECTED, you **must revise your abstract within one week** (5 working days) of the request, and failure to submit a revision within this timeframe will result in its rejection.
5. The above means that the sooner you submit your abstract, the longer you have to improve upon it to meet the criteria for review and acceptance on the program – if you wait until the very last date for submission, there may not be enough time to do revisions before the final cutoff! Give yourself the best possible chance for acceptance and submit sooner rather than later.

Appendix 1: Instructions on Submitting an Online Paper

Please follow the steps below to understand how to go about submitting the abstracts.

1. Step One: Create an account with your details my selecting

New Account
Create New Account

Abstract Portal Sign In

Welcome to the Abstract Submission Portal.

New Submissions:

1. Click on Create New Account (Please note you are not allowed to submit abstracts on behalf of others or create accounts in someone else's name)
2. Create new account by using your e-mail address and a password (Please remember your password to enable to return to your account.)
3. The email address provided during registration will be used for all conference correspondence and should be regularly monitored.
4. Click on Create New Account
5. Please download and read the Author Guidelines [here](#) before you start the abstract submission process.

Existing Users: If you already have an account and would like to view or edit your booking, please sign into your existing account using your existing account e-mail address and password.

Sign in

Email Address

Password

Sign in

New Account

Create New Account

2. Step Two: Complete your personal details and select

Create Account

You must create a primary contact before you can submit a presentation. Please click on the Create Contact button below to create a new primary contact.

Email Address

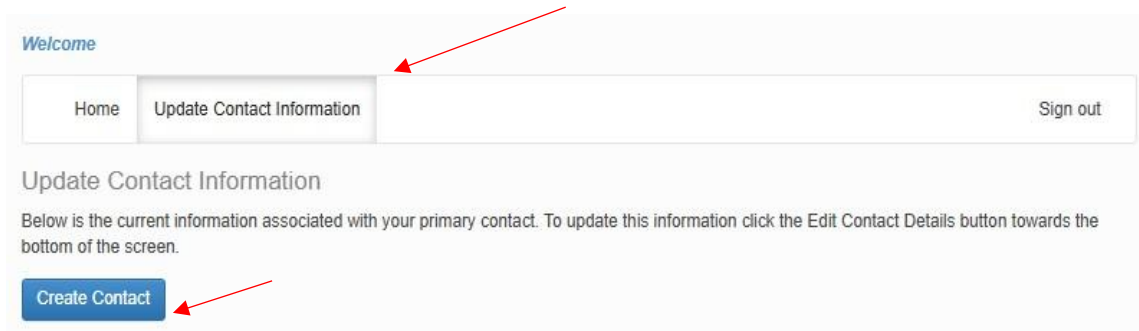
Reenter Email Address

Password

Confirm Password

Create New Account Back To Sign in

3. Step Three: select the Update Contact Tab and select



Welcome

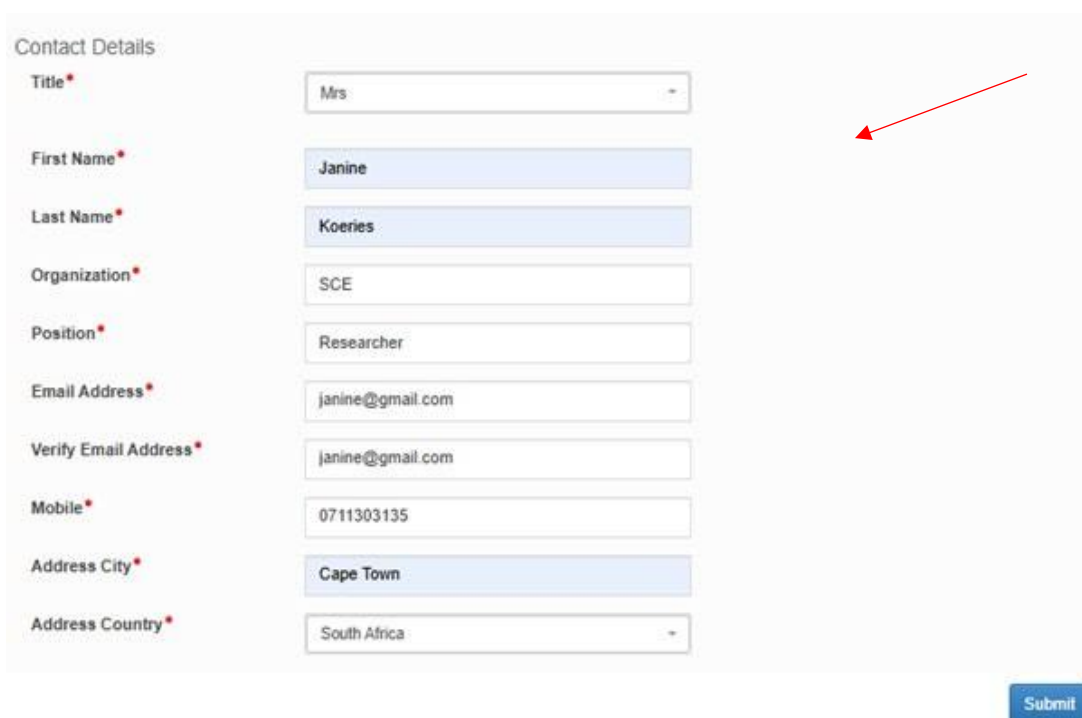
Home Update Contact Information Sign out

Update Contact Information

Below is the current information associated with your primary contact. To update this information click the Edit Contact Details button towards the bottom of the screen.

Create Contact

4. Step Four: complete your personal details below and select submit:



Contact Details

Title* Mrs

First Name* Janine

Last Name* Koeries

Organization* SCE

Position* Researcher

Email Address* janine@gmail.com

Verify Email Address* janine@gmail.com

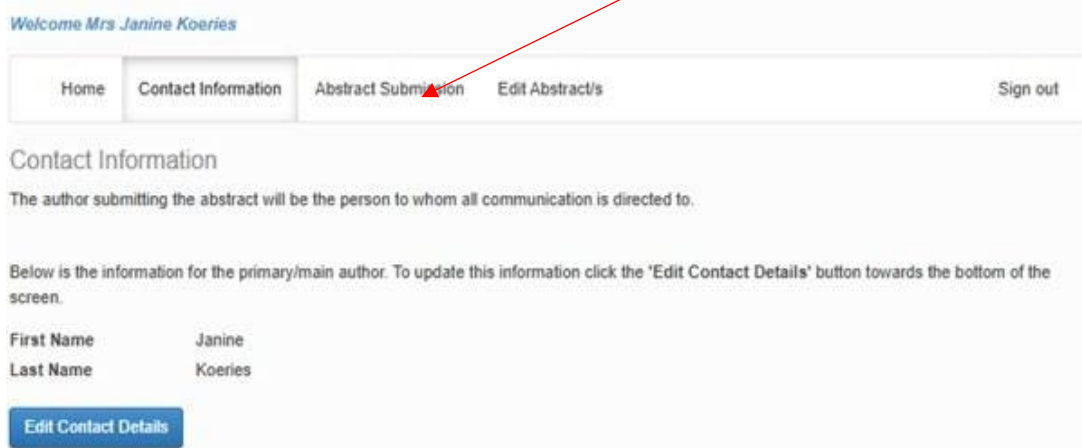
Mobile* 0711303135

Address City* Cape Town

Address Country* South Africa

Submit

5. Step Five: to submit your abstract, select the Abstract Submission tab.



Welcome Mrs Janine Koeries

Home Contact Information Abstract Submission Edit Abstract/s Sign out

Contact Information

The author submitting the abstract will be the person to whom all communication is directed to.

Below is the information for the primary/main author. To update this information click the 'Edit Contact Details' button towards the bottom of the screen.

First Name Janine

Last Name Koeries

Edit Contact Details

6. **Step Six: Add your abstract title (no more than 15 words) and select your presentation type (Oral Presentation/ Poster Presentation) from the drop-down menu and select**

Welcome Ms Janine Koeries

Home	Update Contact Information	Abstract Submission	Abstracts	Author Guidelines	Contact us	Sign out
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This page will take you through the process of submitting your abstract.

Please download and read the [Abstract Guidelines](#) before you start the Abstract Submission process

Each of the tabs on the left hand side of the page will bring up a step in the submission process that needs to be completed. At any time in the process you can click the Save As Draft button to save your incomplete submission and return to it at a later time. The Review section will give you an overview of the sections that are still required to be completed before you can submit your abstract. Once all required sections have been completed, you can submit your abstract in the Submit section of this page.

Title and Presentation Type	Abstract Title
Sub themes	Title can not be longer than 15 words.
✕ Authors And Affiliations	
Abstract Process	
Additional Information	
View my abstract	
Submit	

Title

Word Limit 15

Word Count 0

Presentation Type

Choose your presentation type from the drop down list below:

Presentation Type

Save As Draft

Continue

Draft

7. **Step Seven: Select a theme from the drop-down menu and select**

Welcome Ms Janine Koeries

Home	Update Contact Information	Abstract Submission	Abstracts	Author Guidelines	Contact us	Sign out
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This page will take you through the process of submitting your abstract.

Please download and read the [Abstract Guidelines](#) before you start the Abstract Submission process

Each of the tabs on the left hand side of the page will bring up a step in the submission process that needs to be completed. At any time in the process you can click the Save As Draft button to save your incomplete submission and return to it at a later time. The Review section will give you an overview of the sections that are still required to be completed before you can submit your abstract. Once all required sections have been completed, you can submit your abstract in the Submit section of this page.

Title and Presentation Type	Sub themes
Sub themes	Please choose the sub theme that you consider most relevant for your abstract from the list below.
✕ Authors And Affiliations	Please note that the technical committee can change your chosen presentation type and/or your chosen sub theme without consultation with the author to ensure a coherent conference program.
Abstract Process	
Additional Information	
View my abstract	
Submit	

Sub Theme

Adapting to Extremes: Water Security in a Cha

Save As Draft

Continue

Draft

8. Step Eight: Add your Author Affiliation details below; you are able to add multiple affiliations by selecting the ADD AFFILIATION button

Abstract Authors

Please enter the details for each author below. It is imperative to ensure that the information provided is correct as this will be linked to the abstract.

Kindly note: Under affiliations, please enter the respective number (1, 2, 3 etc.) related to the corresponding author. Do not enter any text into this field.

1

Title

Mrs

First Name

Janine

Last Name

Koeries

Presenter

☒

Organization

SCE

Position

Researcher

Affiliations

1

✕

Add Author

Please enter the biography for the presenting author.

Biography

Word Limit 100

Word Count 0

Save As Draft

Continue

10. Step Ten: You are now able to enter your Abstract once complete, please click CONTINUE

Title and Presentation Type

✓ Sub themes

✕ Authors And Affiliations

Abstract Process

Additional Information

View my abstract

Submit

Abstract Process

Draft

Please download and read the Abstract Guidelines [here](#) before you start the Abstract Submission process

-Please read and follow the abstract submission guidelines CAREFULLY. Abstracts that do not follow these guidelines will not be considered for review.
-Write your abstract in Word or another word processing software and run a spelling and grammar check using English (UK)
-Ask a peer to proof-read your abstract
-Copy and paste from Word or your word processing software into the text box below
-Click to continue.

Content

Special Character Keyboard

Word Limit 1000

Word Count 0

11. Step Eleven: You are now able to review your submission, if there are missing fields, it will be shown in the PINK block as seen below. If all information is complete, you will see Ready to Submit in the GREEN block:

Abstract Submission

This page will take you through the process of submitting your abstract.

Each of the tabs on the left hand side of the page will bring up a step in the submission process that needs to be completed.

At any time in the process you can click the Save As Draft button to **save your incomplete submission** and return to it at a later time.

The Review section will give you an overview of the sections that are still required to be completed before you can submit your abstract.

Once all required sections have been completed, you can submit your abstract in the Submit section of this page.

✕ Title and Presentation Type

✓ Theme

✕ Authors And Affiliations

Abstract Upload

Additional Information

Review

Submit

Review Submission

Draft

Below is a summary of your completed submission.

Any sections that are still required to be completed for submission are noted in red.

Koeries J ¹
¹ SCE, Cape Town, South Africa

Title Required
Biography Required
Content Required
Required

Save As Draft

Continue

Ready to submit

Save As Draft

Continue

12. Step Twelve: Agree to the Terms and Conditions and select SUBMIT

Title and Presentation Type	Abstract Submission	Draft
✓ Sub themes	If all required abstract submission fields have been completed you will have the option to submit your abstract at the bottom of the page. If there are any remaining fields or sections to complete you will only have the option to save your submission as a draft until they are completed.	
✗ Authors And Affiliations		
Abstract Process	Once you have successfully submitted your abstract, you will receive a confirmation letter. If you do not receive the confirmation within 24 hours of resubmitting your abstract, please check your spam mail or contact the Abstract Manager, Janine Koeries - Janine@soafrica.com	
Additional Information		
View my abstract		
Submit	-I confirm that I understand that the decision of the TC regarding whether or not to accept the abstract for the Conference is final and that no correspondence regarding the TC decision will be entertained. -I confirm that if this abstract is accepted, the presenting author will register and pay as a full delegate to the Conference. -I have read and understood the terms and conditions associated with the abstract submission for WISA 2026 Biennial Conference & Exhibition.. ☐ I agree to the above Terms and Conditions	
		Save As Draft

13. You are now able to View and Edit any Saved or Submitted abstracts as seen below:

Home	Update Contact Information	Abstract Submission	Edit Abstracts	Sign out
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Edit Abstract

Your uploaded abstracts are listed below along with their status. To edit your abstract click on the Edit button.

Title	Status	Document
Untitled	Draft	Edit Delete
Untitled	Draft	Edit Delete

Should you require any further assistance, please do not hesitate to contact us:

Janine Koeries

Abstract and Speaker Management

Scatterlings Conference & Events

janine@soafrica.com

021 422 2402