



# IDCC27 Lightning Talk Presenter Handbook

Welcome to the **IDCC27 Lightning Talk Presenter Handbook** - your guide to preparing for and participating in the [21<sup>st</sup> International Digital Curation Conference \(IDCC27\)](#) in Lisbon, Portugal. This document provides key details about **conference registration**, **social events**, and **workshops**, as well as information on the **conference programme**, your **presentation session**, and **final presentation submission**. You'll also find guidance on how to **submit your full paper for publication** and tips on **promoting your participation on social media**. Please read the handbook carefully to ensure a smooth and successful experience at IDCC27.

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# 1. Registration

## 1.1 Main Conference

IDCC27 will be held in [Iscte – University Institute of Lisbon](#), Portugal from 9-12 February 2027. **All presenters are required to register to attend in person.**

You can take advantage of the **Early Bird ticket**, available until **30 October 2026**, or until sold out.

We kindly ask that all presenters register as soon as possible, and no later than **8 January 2027**.

Discounted tickets are available:

- **Student Ticket** £150
- **LMIC (Low and Middle-Income Countries)** £50
- **DCC Associates:** £50 discount available on any two-day Conference Ticket.
- **Local Residents:** £175 discount available on any two-day Conference Ticket for Croatian residents.

For full ticket details, discounts, and workshop information, [visit IDCC27 Registration website](#).

## 1.2 Social Events

This year for IDCC27 we will be running two in-person social events in addition to the regular conference:

- A pre-conference **Drinks Reception** will be held on Tuesday 9 February 2027, from 16:00 – 19:00 (UTC+0) at the ISCTE. Tickets are included with in-person attendance tickets, spaces are limited.
- The **Conference Dinner** will take place at the **Museu da Cerveja** (Beer Museum) on Wednesday 10 February 2027, from 19:00 to 22:00 (UTC+0). Dinner ticket includes 3-course meal, drinks, museum tour and entertainment.

You can read more about the [social events](#) on our website.



Please make sure you book your ticket for the social events at the point of registration (*through Eventbrite or Invoice request*) as places for both events are limited.

## 1.3 Workshops

The conference will be complemented by a rich programme of community-led workshops on **Tuesday, 9 February and Friday, 12 February 2027**. All workshops will be held in person at the ISCTE. Workshop spaces are limited and must be booked separately from the main conference ticket.

The workshop registration will open at the **end of October 2026**.

## 2. Conference programme

The full IDCC27 programme is available [via Conftool Programme Page](#) . You can also see a full [list of accepted submissions](#).

### 2.1 Your session

All lightning talks are scheduled for presentation on 10 and 11 February 2027 in parallel tracks. We have e-mailed you details about the session in which your talk has been allocated, including the timing and the presenting author's details you identified at the point of submission on ConfTool. If for any reason the presenting author cannot attend this time or the presenting author will be someone else, please e-mail us at [idcc@ed.ac.uk](mailto:idcc@ed.ac.uk) .

We kindly ask you to arrive at the room of your session **5 minutes before the start of the session**, even if your presentation is scheduled for last. This will give you an opportunity to meet the session chair and make sure the slide sharing is working.

You will have a 15-minute slot, and we advise you to adhere to a strict speaking duration of no more than 10 minutes, as our session chairs will be instructed to facilitate a seamless transition between presenters and allocate 5 min for Q&A from the audience after each presentation.

### 2.2 Presentation

We ask all presenters to upload their final presentation materials in PowerPoint format [on Conftool](#) in advance of the conference date, by **24 January 2027**, to review the



formatting of the materials and technical compatibility prior to the event. We will then upload the slides to the computer in the room.

We recommend following accessible slide styling guidelines you can find here: <https://webaim.org/techniques/powerpoint/>.

Key considerations for making your slides more accessible:

- Use standard slide layouts and check order of information in outline view to ensure accessibility for those reading slides using screen readers.
- Ensure writing is in a dark font and that the background is light enough to provide clear contrast. A light pastel background is often more accessible than pure white. Avoid backgrounds which are overly 'fussy'.
- Use a sans serif typeface (Arial is best) of font size 24 or above (45 bold for titles).
- Avoid the use of italics, continuous capitals or italics.
- Use left aligned text.
- Ensure links are correctly formatted hyperlinks.
- Bullet points assist in making slides easier to follow.
- Avoid adding text boxes.
- Do not use colour as the only indicator of meaning, such as priority items shown in red.
- Avoid animations and sounds if not crucial to content of presentation. Animations may cause screen readers to read the slide twice.

All slides will be uploaded to IDCC27 Zenodo community after the conference.

### 3. Submit a Brief Report (optional)

Lightning talks accepted for IDCC are eligible to be published in the [International Journal of Digital Curation \(IJDC\)](#) as 'Brief Reports.' Please submit your report by **28 March 2027**. If you think you will have difficulties in meeting this deadline, please email [idcc@dcc.ac.uk](mailto:idcc@dcc.ac.uk) as soon as you can.

Please use the Brief Report Submission template. When complete, submit it to the [IJDC portal](#). Please use the category 'Brief Reports'. Your report should be no more than 4 pages, excluding references and the initial title/abstract page. You may need to create an account on the IJDC portal if you have not submitted there already (*the system is separate from the Conftool system you used for your initial submission*). By default, your report will be scheduled for publication as a Brief Report in IJDC volume 21.



You can access review and programme committee comments (if any) via the [Conftool submission system](#). However, where the Programme Committee have provided comments, or asked you to address concerns raised by one of the reviewers, we ask that you revise your final submission to address them.

Conference Papers receive a 'light touch' editorial review and proofread. They are usually published; however, we reserve the right to decline submissions that in the Editor's opinion have not taken account of Programme Committee feedback.

## 4. Promote Your Session at IDCC27

We encourage all presenters to help spread the word about IDCC27 by sharing your participation on social media!

To make this easy, we've created a ready-to-use **"I'm presenting at IDCC27"** graphic that you can copy and save from our [Useful Information webpage](#) and share on your social media.

If you'd like to personalise it by adding your **photo, name, and presentation title**, you can also access our editable [Canva template](#) (*please note a Canva account will be required to edit and download the templates*).

When posting, please tag the Digital Curation Centre ([LinkedIn](#), [BlueSky](#) and/or [Twitter](#)) and use the hashtag **#IDCC27** so we can celebrate and share your post with the wider community.

Thank you for helping us build excitement for IDCC27 - your voice makes a real difference in bringing the digital curation community together!

If you have any questions, please contact us by emailing [idcc@dcc.ac.uk](mailto:idcc@dcc.ac.uk).

Looking forward to welcoming you in Zagreb!

IDCC Organising Committee