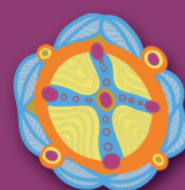# Pre-conference & online workshops

SUBMISSION GUIDELINES AND CRITERIA

aes26
International Evaluation Conference
14–18 September **Darwin** | Garramilla

We are calling for workshop proposals for both the **2026 Darwin Conference** and our **2026 online workshop program**.

The following guidelines have been developed to assist you with submitting a pre-conference workshop abstract proposal for the aes26 International Evaluation Conference, **and/or** an online workshop abstract proposal to be delivered via Zoom as part of the 2026 AES Professional Learning Program.

This open call includes:

- **in-person** workshops for the aes26 pre-conference workshop program
  NB: 2026 pre-conference workshop presentations are being delivered face-to-face in Darwin, Northern Territory, Australia.

- **online** workshops as part of the 2026 AES Professional Learning Program delivered throughout the year via Zoom

- Please note that we are **not** seeking hybrid proposals.

This is the only workshop call we are running this year; if you're thinking about proposing an online workshop, this is your chance – there won't be a separate call later in the year.

Submission deadline: 26 February 2026

Contents

About the workshops

1. The **conference workshop program** comprises a set of high-quality half-day and full-day in-person workshops that will be held on Monday 14 and Tuesday 15 September 2026 at the Darwin Convention Centre Darwin, Northern Territory, Australia.

2. **Online workshop** proposals will be delivered in 2026 via Zoom. While we provide a list of suggested topics, there are no restrictions on what you may propose. If you see a gap in the current program, believe an emerging area needs attention, or have a new or innovative idea to contribute, this is your opportunity. We welcome fresh concepts, expanded perspectives, and new approaches that will strengthen the AES online learning program.

3. Presenters are asked to submit their workshop to the category it fits into (foundational evaluation skills and capabilities, new approaches and ways of thinking, advanced topics). Click here for a list of suggested workshop topics.

4. Workshops should be designed using adult learning principles and be interactive to maximise participant learning.

5. When submitting a proposal for a workshop, please ensure you address innovative theoretical and practice knowledge and skills with consideration to workshop participants' level of experience.

6. Workshop content should focus on building knowledge, deepening understanding, and strengthening competencies in evaluation techniques and practice.Proposals for repeating workshops that were successful in previous conferences will be considered. Evidence of the success of previous offerings should be included in the Justification Statement, as should evidence of the presenter's previous workshop facilitation experience.

7. Presenters are paid an honorarium to cover their expenses:

   - For a **full day workshop** presenters are paid an honorarium of: AUD$2,300 (+ GST) for a workshop for up to 18 participants, and AUD$3,450 (+ GST) for a workshop for 19–30 participants.

   - For a **half-day workshop** presenters are paid an honorarium of: AUD$1,380 (+ GST) for a workshop for up to 18 participants, and AUD$1,955 (+ GST) for a workshop for 19–30 participants.

   - Plus GST for presenters who have an Australian ABN and are GST registered.

Note:
- Online workshops are capped at 25 participants.
- Two or more presenters may facilitate a workshop, but only one honorarium payment per workshop will be made.

Your proposal should clearly address the areas below, as each directly aligns with the assessment criteria.

Abstract proposal requirements

Your proposal for a workshop (word limit: 400 words) should describe:

- the purpose of the workshop

- the specific objectives/learning outcomes of the workshop

- the particular knowledge, techniques and/or practices to be addressed

- the teaching/learning strategies and resources to be used

- explicit list of which domains from the Evaluators' Professional Learning Competency Framework your workshop addresses.

Keep in mind the assessment criteria for workshops listed below in preparing your proposal.

Justification statement for workshops

The justification statement (word limit: 300 words) explains the workshop's relevance to evaluation and the importance of what you are proposing.

It should also provide evidence of:

- your expertise in the area

- your experience in workshop facilitation and applying adult learning techniques based on the modalities

- details of where and when you have presented this workshop before and, if so, evidence of success including participant feedback, evaluation summaries, repeat delivery, or testimonials.

Additional information for workshops

- the target group (foundational, intermediate or advanced) at which the workshop is pitched, and any prerequisites including the level of experience

- the category the workshop fits in (e.g. foundational evaluation skills and capabilities, new approaches and ways of thinking, advanced topics)

- details of whether you plan to present this workshop elsewhere prior to September 2026.

Assessment criteria

1. Relevance of the workshop content to the current needs and interests of professionals engaged in evaluation and evidence-based decision making, including commissioners, practitioners and researchers

2. Extent to which the proposed teaching/learning strategies and resources are sound and appropriate for the topic, target group and mode of delivery

3. Clear reference to relevant Evaluation Professional Learning Competencies

4. Evidence of the presenter being an effective workshop facilitator (e.g. through receiving positive feedback from other workshops)

5. Extent to which proposed objectives and prerequisites are clear and appropriate for the target group and objectives are achievable

6. Overall value for the target group (e.g. is this a new topic or an existing workshop topic?)

Tips

When preparing your abstract refer to the assessment criteria. To aid readability and comprehension, please also ensure the following:

- Abstracts should not include acronyms unless they are very well known internationally.

- Abstracts should not include jargon terms or words that will not be understood by many people.

- Workshop abstracts should be well written without spelling or grammatical errors.

- Proposed teaching/learning strategies may include tools, templates, case studies, digital platforms, activities, or worked examples used to support learning.

- Attendees value workshops that offer concrete, practical tips and tools they can put into practice right away, helping them improve their work immediately.

- Highlight whether the workshop offers new content, innovative approaches, or fills a gap in the current AES workshop offerings. For reference, here is a list of recent online AES workshops; and 2025/2024 conference workshops.

All abstracts will be edited to conform to the *Australian Style Guide* and *Macquarie Dictionary*. If you have access to those resources, please comply with the conventions. Use the Australian or UK English version of spell check.

If accepted, presenting authors may be asked to edit the abstract before inclusion in the program.

Submit your proposal here