



PRESENTED BY _____ HOSTED BY _____



PAPER / PANEL / POSTER AND PRESENTATION SUBMISSION GUIDE

LNG2026

QATAR NATIONAL
CONVENTION CENTRE

Table of Contents



04	SUBMISSION TIMELINE
06 07	PAPER PRESENTER TEMPLATE AND GUIDELINES
09 11	PANEL PRESENTER TEMPLATE AND GUIDELINES
13 16	POSTER PRESENTER TEMPLATE AND GUIDELINES
18 22	STEP-BY-STEP SUBMISSION PROCESS
24	FAQ

Submission Timeline

Submission Timeline

Mandatory for all Presenters - High Priority

Deadline: 8 September 2025:

1. Presenter Details

- Mobile number
- High-resolution headshot (minimum 600x600px)
- Short professional biography (approx. 200 words)

Deadline: 19 December 2025:

2. Paper Sessions

- Step 1: Full Paper
- Step 2: Paper Presentation

3. Panels on Commercial Topics

- Step 1: Extended Abstract (mandatory unless a Full Paper is being submitted) or optional Full Paper
- Step 2: Panel Presentation

4. Posters

- Step 1: Poster Summary (mandatory unless a Full Paper is being submitted) or optional Full Paper
- Step 2: Poster Presentation



Paper Presenter Templates and Guidelines

Paper Presenter: Submission Process



Paper Presentation Session Format

Each Paper Presentation Session will be 90 minutes. Talk duration for each speaker: 10-12 minutes with a Q&A after each paper. Presenters are invited to commence preparation of the Full Paper and the Paper Presentation as per the guidelines below.

Step 1: Full Paper

Full Paper Template:

- Full Paper must be submitted in Microsoft Word only (.doc, .docx).
- Download the Full Paper template on the submission platform or click [here](#).
- Full Paper word limit is up to 5000 words.
- Follow the Full Paper template instruction for formatting.
- The template includes all fonts, alignment, margins, columns, and line spacing (please do not modify).
- Upload completed Full Paper through submission platform or click [here](#).

Step 2: Paper Presentation

Paper Presentation Format:

- Presentation decks must be submitted in Microsoft PowerPoint format only (PPT or PPTX).
- Download the PPT template on the submission platform as per your assigned theme or click [here](#). Please do not modify the logos, alignment, or any visual elements in the template.
- The presentation should not be promotional. Company, institution or personal logos are not permitted.
- Title slide: Follow instructions on templated presentation.
- Slides 2 onward: Use the template layouts as needed and time your presentation accordingly.

Note: The total count includes title slide + 11 content slides max.

Paper Presenter: Submission Process

Title Slide:

- Title of your presentation [Arial – 28 pt, Bold].
- Name of the main presenter [Arial – 24 pt, Bold].
- Position of the main presenter [Arial – 20 pt].
- Company name and country of the main presenter [Arial – 18 pt, Bold].
- If required, list co-author name(s), company, and country [Arial – 16 pt].



Panel Presenter Templates and Guidelines

Panel Presenter: Submission Process



Panel Discussion Format

Each Panel Session for Commercial Topics will be 90 minutes. Talk duration: 5-7 minutes for each speaker. The Q&A segment will follow a panel-style format across multiple presentations within the session, as determined by the Session Chair.

Presenters are invited to commence preparation of their Extended Abstract and Panel Presentation as per the guidelines below.

Submission of a formal Full Paper (Word format) is optional. If a Full Paper is provided, submission of an Extended Abstract is not required.

Step 1: Extended Abstract

(Mandatory, unless an optional Full Paper is being submitted).

Presenters are invited to commence preparation of Extended Abstract as per the guidelines below.

Extended Abstract Template:

- Extended Abstracts must be submitted in Microsoft Word only (.doc, .docx).
- Download the Extended Abstract template on the submission platform or click [here](#).
- Extended Abstract word limit is up to 500 words.
- Follow the Extended Abstract template instruction for formatting.
- The template includes all fonts, alignment, margins, columns and line spacing (please do not modify).
- Upload completed Extended Abstract through the submission platform or click [here](#).

Panel Presenter: Submission Process

Step 2: Panel Presentation

Panel Presentation Format:

- Presentation decks must be submitted in Microsoft PowerPoint format only (PPT or PPTX).
- Download the PPT template on the submission platform as per your assigned theme or click [here](#). Please do not modify the logos, alignment, or any visual elements in the template.
- The presentation should not be promotional in nature. Company, institution and personal logos are NOT allowed in the presentation.
- Title slide: Follow instructions on templated presentation.
- Slides 2 onward: Use the template layouts as needed and time your presentation accordingly.

Note: The total count includes 1 title slide + 4 content slides max.

Title Slide:

- Title of your presentation [Arial – 28 pt, Bold].
- Name of the main presenter [Arial – 24 pt, Bold].
- Position of the main presenter [Arial – 20 pt].
- Company name and country of the main presenter [Arial – 18 pt, Bold].
- If required, list co-author name(s), company, and country [Arial – 16 pt].



Panel Presenter: Submission Process

Step 3 (optional): Full Paper Template

Full Paper Template:

- Full Paper must be submitted in Microsoft Word only (.doc, .docx).
- Download the Full Paper template on the submission platform or click [here](#).
- Full Paper word limit is up to 5000 words.
- Follow the Full Paper template instruction for formatting.
- The template includes all fonts, alignment, margins, columns, and line spacing (please do not modify).
- Upload completed Full Paper through submission platform or click [here](#).



Poster Presenter Templates and Guidelines

Poster Presenter: Submission Process



Poster Presenter Format and Guidelines

Prepare:

- Poster Summary (if a Full Paper is being provided, the Poster Summary is not required).
- Poster PowerPoint.
- Full Paper (optional).

Discovery Hub Live - 4 February 2026

- Dedicated Poster Session.
- Presenters to be present at assigned station to engage visitors and delegates.
- Final schedule and timings will be shared later.

Poster Station Equipment (provided by LNG2026 Organiser):

- 55-inch wall-mounted horizontal screen with a presentation resolution of 3840 × 2160 pixels.
- Laptop with Windows 10 operating system.
- Presentation clicker.

Poster Display:

- Digital poster viewable at Discovery Hub throughout the event.

Poster Presenter: Submission Process



Step 1: Poster Summary

A Poster Summary is mandatory, unless an optional Full Paper is being submitted.

Presenters are invited to commence preparation of the Poster Summary and Poster Presentation as per the guidelines below. Presenters may use their original submitted abstract for this purpose or expand upon the original abstract to, for example, include conclusions or recently acquired data.

Submission of a formal Full Paper (Word format) is optional. If a Full Paper is provided, submission of a Poster Summary is not required.

Poster Summary Template:

- Poster Summary must be submitted in Microsoft Word only (.doc, .docx).
- Download the Poster Summary template on the submission platform or click [here](#).
- Poster Summary word limit is up to 1000 words.
- Follow the Poster Summary template instruction for formatting.
- The template includes all fonts, alignment, margins, columns, and line spacing (please do not modify).
- Upload completed Poster Summary through submission platform or click [here](#).

Poster Presenter: Submission Process

Step 2: Poster Presentation

Poster Presentation Format:

- Presentation decks must be submitted in Microsoft PowerPoint format only (PPT or PPTX).
- Download the PPT template on the submission platform as per your assigned theme or click [here](#). Please do not modify the logos, alignment, or any visual elements in the template
- The presentation should not be promotional in nature. Company, institution and personal logos are NOT allowed in the presentation.
- Title slide: Follow the instructions on the templated presentation.
- Slides 2 onward: Use the template layouts as needed.

Note: The total count includes 1 title slide + 4 content slides max.

Title Slide:

- Title of your presentation [Arial – 28 pt, Bold].
- Name of the main presenter [Arial – 24 pt, Bold].
- Position of the main presenter [Arial – 20 pt].
- Company name and country of the main presenter [Arial – 18 pt, Bold].
- If required, list co-author name(s), company, and country [Arial – 16 pt].



Poster Presenter: Submission Process

Step 3 (optional): Full Paper Template

Full Paper Template:

- Full Paper must be submitted in Microsoft Word only (.doc, .docx).
- Download the Full Paper template on the submission platform or click [here](#).
- Full Paper word limit is up to 5000 words.
- Follow the Full Paper template instruction for formatting.
- The template includes all fonts, alignment, margins, columns, and line spacing (please do not modify).
- Upload completed Full Paper through submission platform or click [here](#).



Step-by-Step Submission Process

How to Upload, Revise & Submit your Documents

My Tasks Section:



My Tasks

To Do

LNG2026 Technical Programme

LNG as an Alternative Energy

John Smith

You are required to submit your Full Paper or Poster Summary or Abstract and Paper, Poster, or Panel Presentation

[Click to Submit](#)

Under **My Tasks**, you will find all the confirmed abstracts you submitted.

Click the button “**Click to Submit**” under your confirmed abstract to upload your Full Paper/ Poster Summary/ Extended Abstract and Presentation documents.

How to Upload, Revise & Submit your Documents

Upload your Session Documents

Submit your Paper / Panel Discussion / Poster Presentation *

Drag and drop a file here, or click to choose one

Presentation decks must be submitted in Microsoft PowerPoint format only (PPT or PPTX)

[View and download the submission guidelines HERE](#)
Download Presentation Templates:
[Paper](#)
[Panel Discussion](#)
[Poster](#)

Please upload your Paper / Extended Abstract / Poster Summary *

Drag and drop a file here, or click to choose one

Microsoft Word (.doc, .docx) is the only format accepted

[View and download the submission guidelines HERE](#)
Download Paper Templates:
[Full Paper](#) - Required for Paper Presentations, Optional for Poster Presentations and Panel Discussions
[Extended Abstract](#) - Required for Panel Discussions UNLESS a Full Paper is being provided
[Poster Summary](#) - Required for Poster Presenters UNLESS a Full Paper is being provided

Submit your Paper, Extended Abstract, Poster Summary and Presentation Documents

Proceed

Go Back

Step 1 - Upload your Presentation Slides (PPT Format).

View and download the guidelines and templates.

Step 2: Upload your Full Paper/ Poster Summary/ Extended Abstract (Word Format)

View and download the guidelines and templates.

Step 3
Once you have the final versions uploaded, click “**Proceed**”.

Note: You may continue uploading and replacing your documents until you click Proceed

How to Upload, Revise & Submit your Documents

Important Note

Please note that by clicking Proceed, no further revisions or re-uploads will be possible. For any revisions, please contact technicalprogramme@LNG2026.com.

Proceed

Go Back

Step 4

A popup will appear as a reminder that proceeding will lock your submissions and you can no longer delete or replace these documents. Click “**Proceed**” to complete submission.

Update Pending Speaker Profile Information



LNG2026
Qatar · قطر
2-5 FEBRUARY

PRESENTED BY



HOSTED BY



My Profile

Please complete your profile including all the required answers below

Title	Mr.	
First Name	John	
Last Name	Smith	
Company or Institution Name	Test	
Job Title or Position	Test	
Biography	Answer Required	
Phone Number	Answer Required	
Country	Austria	
LinkedIn URL		
X URL		
Instagram URL		
Facebook URL		
Youtube URL		
GitHub URL		
Website URL		

Profile Picture

Drag and drop 'Speaker Profile Picture' here, or click to choose one

In the **My Profile** section, check for any missing mandatory information, which will be highlighted in red.

Fields that are editable but not highlighted in red are optional.

FAQs

FAQs



What is the deadline to submit my Full Paper/Extended Abstract/Poster Summary and Presentation?

Full Paper/Extended Abstract/Poster Summary and Presentation should be submitted before 19 December 2025.

Can I submit my Full Paper, Extended Abstract, or Poster Summary now and upload my Presentation later?

Yes, you may upload your Full Paper, Extended Abstract, or Poster Summary before the submission deadline, and submission can only be finalised after the Presentation is also uploaded.

How many times can I resubmit my revised Full Paper, Extended Abstract, Poster Summary, or Presentation?

You may upload and replace your Full Paper, Extended Abstract, Poster Summary, or Presentation multiple times. However, once you click “Proceed”, your submission will be considered final and no further revisions will be possible.

What if I have changes after I complete my submission?

If you need to make changes after completing your submission, please email your request to technicalprogramme@lng2026.com. Kindly note that revision requests will not be accepted after 19 December 2025.

Who can I contact if I cannot access my submission portal?

If you encounter any issues logging in, please capture a screenshot of the error message and email it—along with your request—to technicalprogramme@lng2026.com.

Can I change the Presentation template design, or remove the header or footer?

Presenters must use the provided template as-is and are not permitted to remove or alter the header or footer.

Can I include my company or brand logo in the presentation?

No, presenters are not permitted to add company or brand logos. Presentations must remain non-promotional in nature and free of commercial content.

Can I change the presenter details after submission?

Please contact technicalprogramme@lng2026.com for assistance.

**For technical support or more information please contact:
technicalprogramme@lng2026.com**



LNG2026
قطر • Qatar
2-5 FEBRUARY

PRESENTED BY



HOSTED BY

