



# International Conference on Social Research & Innovation

10 - 11 September 2025

## INSTRUCTION MANUAL

International Conference on Social Research and Innovation 2025  
hosted and organised by  
Institute for Research and Innovation



### Key Dates

30 Apr  
2025

Abstract submission  
deadline

30 Jun  
2025

Abstract acceptance  
deadline

15 Jul  
2025

Early bird registration  
deadline

03 Aug  
2025

Full paper submission  
deadline

15 Aug  
2025

Conference registration &  
payment deadline

### Before You Submit

- You should read this document before proceeding.
- All submissions must be made via the online portal <https://icsri.villacollege.edu.mv/>
- Please ensure ALL authors/presenters are aware of, and agree with, the abstract details as well as the submission terms and conditions

# Abstract Information

---

## PRESENTATION TYPES

### 1. Individual paper

- Each paper will be allocated **15 mins**, which includes time for the paper presentation.
- Papers will be grouped into sessions according to common themes or ideas aligning with conference tracks.
- Individual papers will be accepted for the following categories.
  - **Research Papers:** Research including primary and/or secondary data collection and analysis, presenting clear findings and conclusions.
  - **Review Papers:** Comprehensive reviews existing literature (systematic, bibliometric, scoping, etc.), analyzing trends, gaps, and future directions in the field.
  - **Case Studies:** Detailed examinations of specific cases, illustrating practical applications or unique insights relevant to the field.

### 2. Poster

- Poster presentations offer a visual summary of research findings.
- They allow for direct interaction with conference attendees, who can ask questions and discuss the research with the poster author in a more informal setting.
- This format is especially useful for early-stage researchers or for presenting preliminary results.

*NOTE: Abstracts without any findings or conclusions will not be accepted. Abstracts should clearly outline the research objectives, methods, findings, and conclusions.*

## Important Information

---

Be kindly reminded of the following guidelines to ensure smooth submission process.

- **Language:** All abstracts must be written in English or Dhivehi
- **Originality and Copyright:** The author(s) are responsible for the accuracy and originality of the abstract, ensuring it does not infringe on any copyright.
- **Submission:** All submissions must be made via the online portal. Please ensure ALL authors/presenters are aware of, and agree with, the abstract details as well as the submission terms and conditions.
- **Number of Submissions:** Delegates can be a 'presenting author' on a maximum of two presentations (2 individual abstracts). It is possible to be listed as part of an author team on more than two presentations. However, the Organising Committee can only guarantee no program clashes for up to two presentation slots for any individual as presenting author/s.
- **Conference Registration:** If the submission is accepted, at least one author will register and pay to present the abstract at the Conference. Abstracts may be removed from proceedings if the presenter has not completed the payment for registration by the specified deadline.
- **Financial Considerations:** No funding is provided for presenters for travel, accommodation, or other related expenses.
- **Publication and Media Consent:** Permission is granted for the abstract to be published in the ICSRI 2025 abstract booklet if it is accepted for presentation. Additionally, ICSRI organisers have permission to film or photograph your presentation.
- **Notification of Changes:** It is understood that unforeseen circumstances can occur. Should you be unable to present or need to nominate a different presenting author, please inform ICSRI organisers promptly by emailing [icsri@villacollege.edu.mv](mailto:icsri@villacollege.edu.mv).

## Abstract Guideline

An abstract provides a concise summary of a research study, enabling readers to quickly grasp the core aspects of the work. This guide outlines the essential elements to include when preparing an effective abstract.

- **Introduction:** a brief description of the background of the study and formulation of the problem.
- **Purpose:** please state the purpose of the study, objectives.
- **Methodology/Approach:** mention the method of the research, sampling and data collection.
- **Findings:** the result of the study and interpretation of the result. Please indicate the main results and conclusions.
- **Implication/ Contributions:** state the significance of the study, the novelty.

Abstract should effectively convey the essence of your study, capturing the interest of readers while adhering to following formatting requirements.

- It must be written in English or Dhivehi, single spaced.
- It should adhere to the specified word limit of 250–300 words.
- All abstracts must be free of subheadings, indentation, or references, and should employ 11–point Times New Roman font in single spacing.
- Keywords: Not more than 6 words.

## Abstract Review Process

All abstracts for Individual papers and/or posters are subject to a peer-review process by the technical committee, facilitated by ICSRI 2025 reviewers. The review process is intended to:

- Ensure rigour and quality of research within the conference presentations.
- Support alignment with specific SDGs and the conference tracks.
- Determine the most appropriate format of presentation for the paper (e.g., individual paper or poster).

Abstracts will be reviewed using the following criteria:

- Relevance to ICSRI 2025 conference theme.
- Contribution to specific research field/s and scholarly contextualization.
- Clarity of writing and appropriate language use
- Relevance to identified SDGs and conference track.

The reviewer will make one of the following decisions:

- Accept as it is
- Accept, with editing required for clarity
- Revision Required, submit with revisions suggested by reviewers
- Rejected on basis of not satisfactorily meeting the stated review criteria. Relevance to identified SDG/s and conference track.

Where there is a discrepancy between the reviewers, the Technical Committee Chair will adjudicate for a final decision.

**\*\* All abstracts should be written in MS Word format (DOC or DOCX) templates provided (available for download [HERE](#)).**  
**Save your abstract using this format: "ICSRI2025\_yourLastName.doc".**



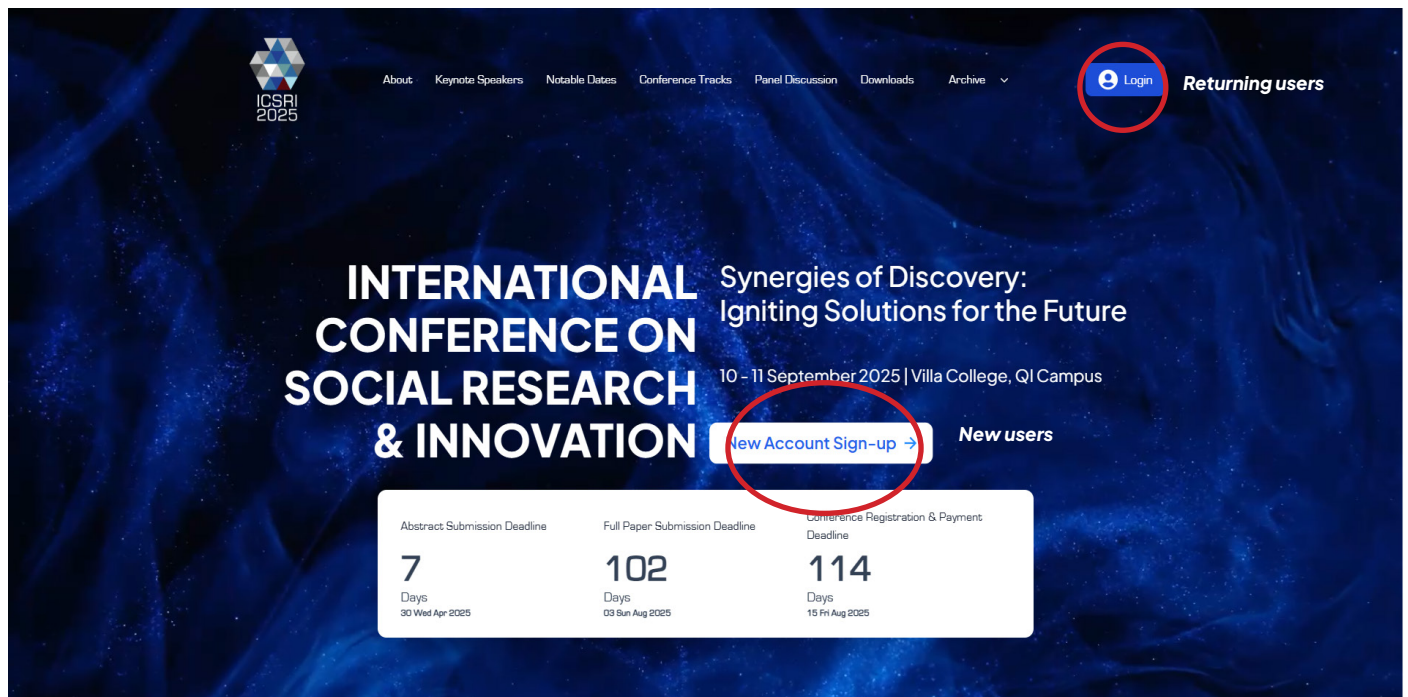
# Account Creation

## Returning user

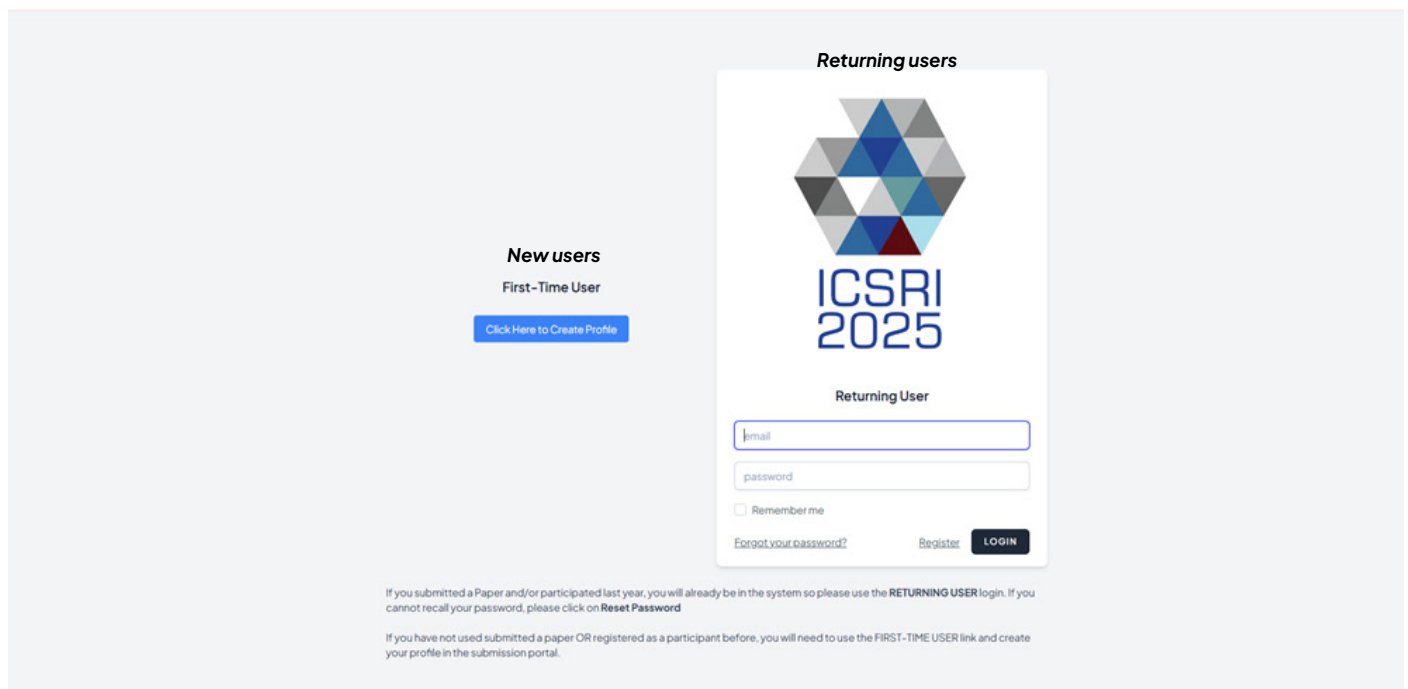
- If you submitted a paper in ICSRI 2024, you will already be in the system so please use the [LOGIN](#).
- View/update your profile once you login.
- If you cannot recall your password, please click **FORGOT YOUR PASSWORD?**

## New user

- If you have not submitted a paper before, you will need to sign up. To create a new account, click on [NEW ACCOUNT SIGN UP](#) and complete your profile.



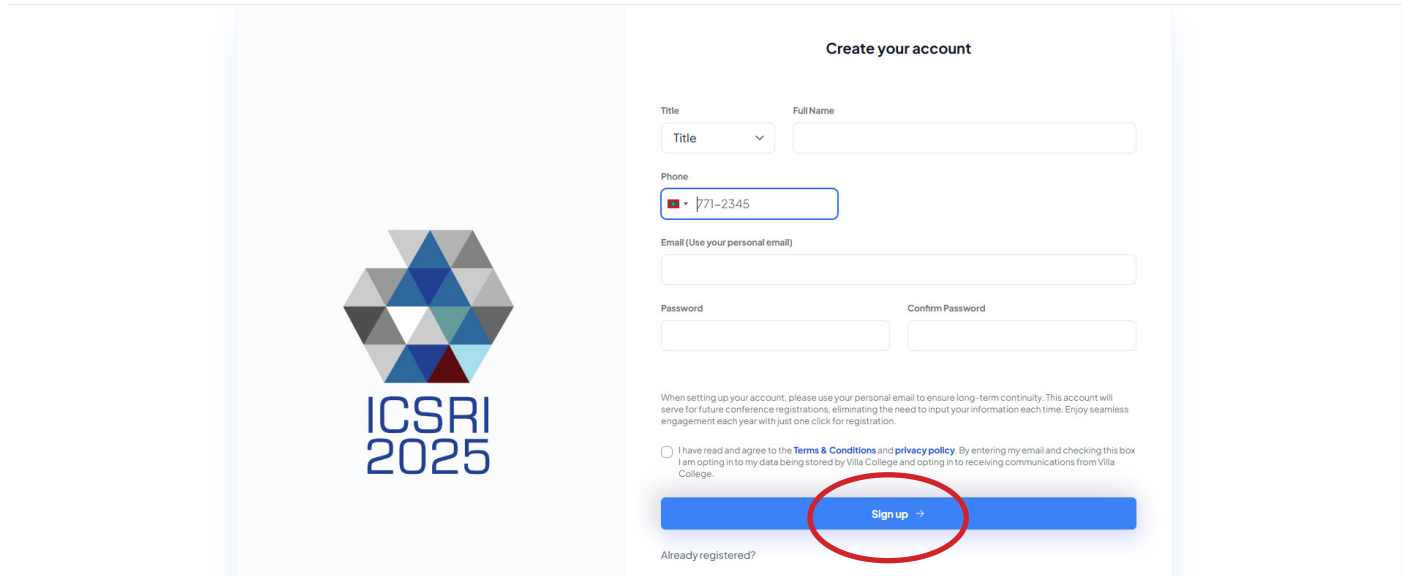
The landing page for the International Conference on Social Research & Innovation (ICSRI 2025) features a dark blue background with a starry pattern. The main title "INTERNATIONAL CONFERENCE ON SOCIAL RESEARCH & INNOVATION" is prominently displayed in white. To the right, the subtitle "Synergies of Discovery: Igniting Solutions for the Future" and the dates "10 - 11 September 2025 | Villa College, QI Campus" are shown. A navigation bar at the top includes links for About, Keynote Speakers, Notable Dates, Conference Tracks, Panel Discussion, Downloads, and Archive. A red circle highlights the "Login" button in the top right corner, with the text "Returning users" next to it. Below the main title, a "New Account Sign-up" button is also circled in red, with the text "New users" next to it. At the bottom, a white box contains three deadline countdowns: Abstract Submission Deadline (7 Days, 30 Wed Apr 2025), Full Paper Submission Deadline (102 Days, 03 Sun Aug 2025), and Conference Registration & Payment Deadline (114 Days, 15 Fri Aug 2025).



The user login/registration form is displayed on a light gray background. It features the ICSRI 2025 logo at the top. Below the logo, there are two main sections: "New users" and "Returning users". The "New users" section is labeled "First-Time User" and includes a blue button that says "Click Here to Create Profile". The "Returning users" section is labeled "Returning User" and includes a login form with fields for "Email" and "password", a "Remember me" checkbox, and a "Forgot your password?" link. There are also "Register" and "LOGIN" buttons. At the bottom, there is a disclaimer: "If you submitted a Paper and/or participated last year, you will already be in the system so please use the RETURNING USER login. If you cannot recall your password, please click on Reset Password. If you have not used submitted a paper OR registered as a participant before, you will need to use the FIRST-TIME USER link and create your profile in the submission portal."

## 1. Create your account

- Fill in all the required fields and check and agree the T&C box to create a new account.
- Use personal email address to create the account.



**Create your account**

Title ▼ Full Name

Phone

Email (Use your personal email)

Password  Confirm Password

When setting up your account, please use your personal email to ensure long-term continuity. This account will serve for future conference registrations, eliminating the need to input your information each time. Enjoy seamless engagement each year with just one click for registration.

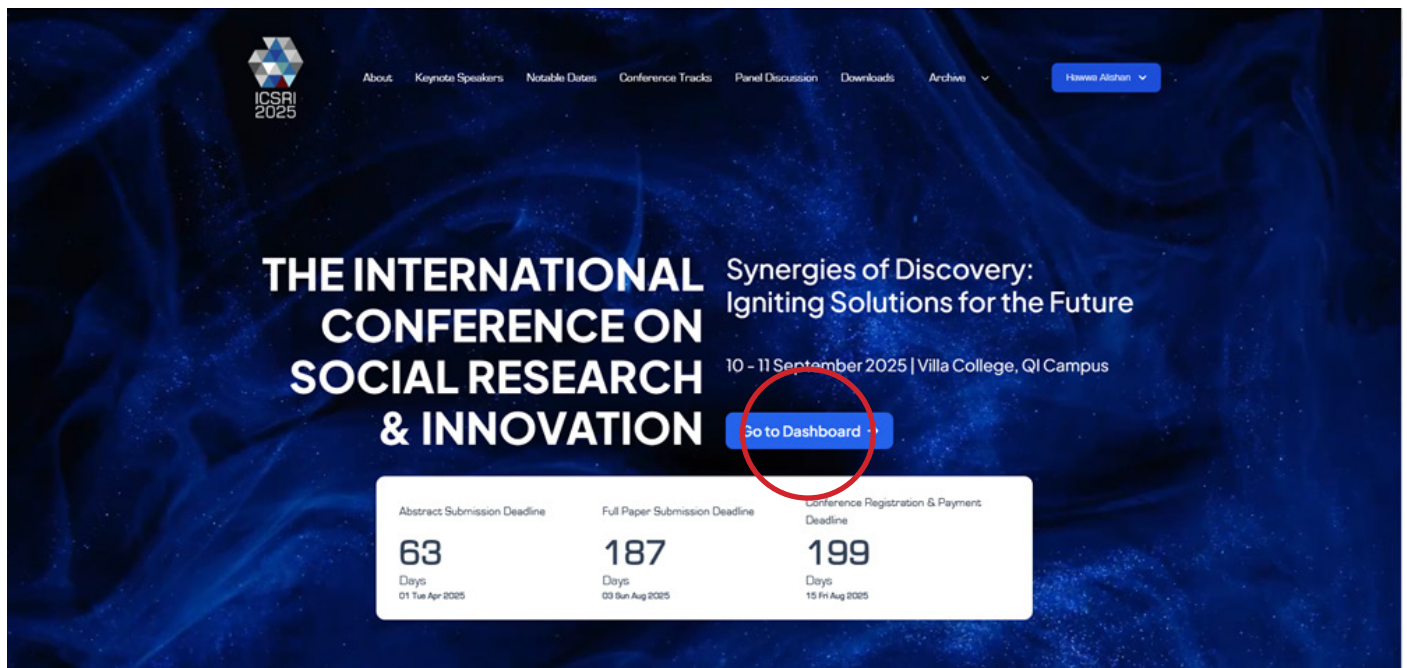
☐ I have read and agree to the [Terms & Conditions](#) and [privacy policy](#). By entering my email and checking this box I am opting in to my data being stored by Villa College and opting in to receiving communications from Villa College.

[Sign up →](#)

[Already registered?](#)

## 2. Verify email

- Once you register, you will be directed to home page. Press **GO TO DASHBOARD** and then verify your email to proceed for submission.



**THE INTERNATIONAL CONFERENCE ON SOCIAL RESEARCH & INNOVATION**

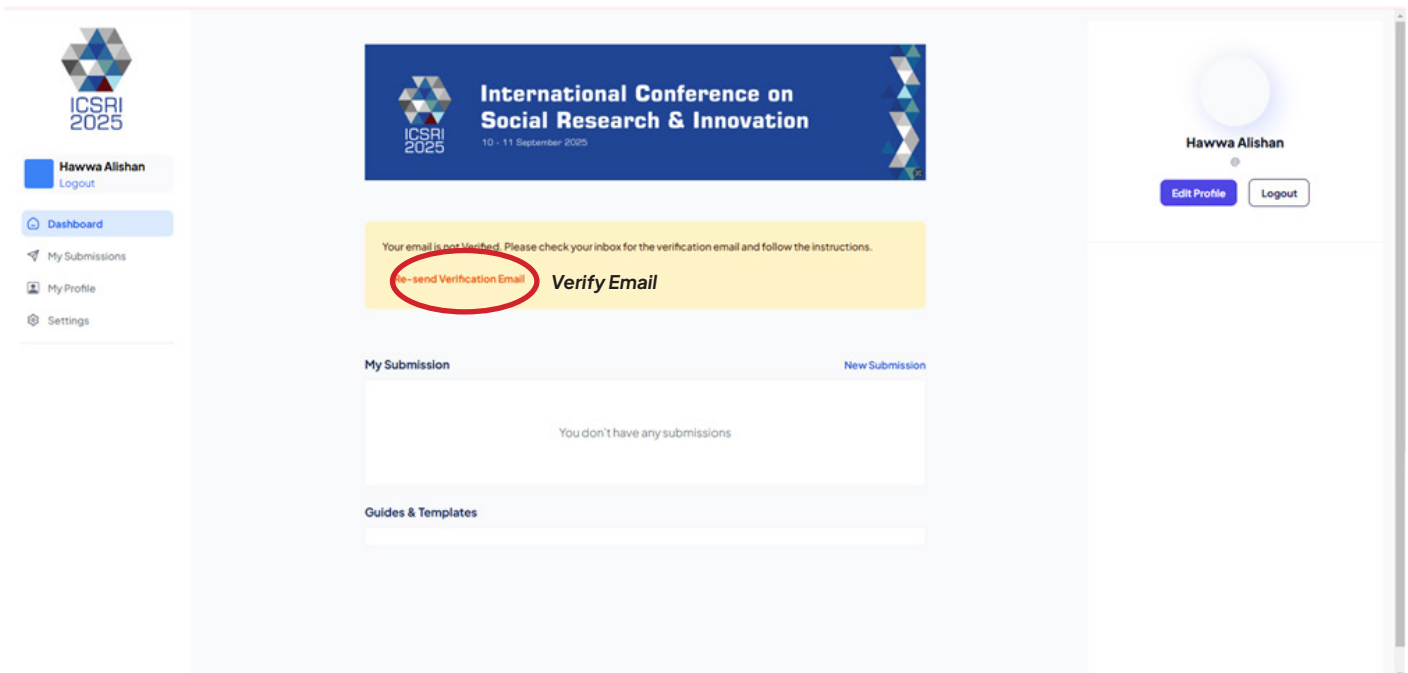
Synergies of Discovery:  
Igniting Solutions for the Future

10 - 11 September 2025 | Villa College, QI Campus

[Go to Dashboard](#)

Abstract Submission Deadline	Full Paper Submission Deadline	Conference Registration & Payment Deadline
<b>63</b> Days 01 Tue Apr 2025	<b>187</b> Days 03 Sun Aug 2025	<b>199</b> Days 15 Fri Aug 2025





### 3. Edit profile

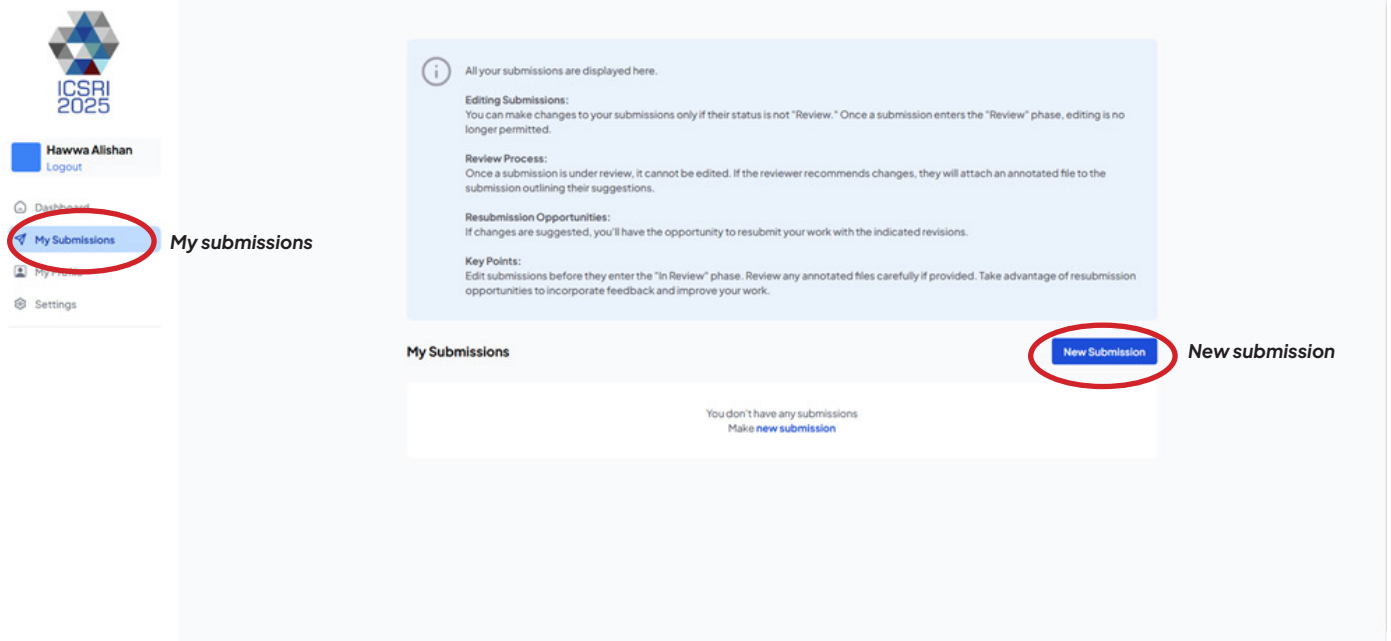
- Once your email is verified (please check your personal email inbox/spam emails), fill in all **required fields** marked with asterisk (\*) under **PERSONAL INFORMATION** and **ACADEMIC INFORMATION** to complete the registration.

The screenshot shows the "Edit Profile" form in the ICSRI 2025 system. The form is divided into two sections: "Personal Information" and "Academic Information". The "Personal Information" section includes fields for Title (\*), Name (\*), Personal Email (\*), Phone (\*), Gender (\*), Date of birth, Country (\*), and Profile Picture. The "Academic Information" section includes fields for Affiliation Type (\*), Institute/Organization (\*), Official Email (\*), and Research Interests. The "Personal Information" section is circled in red.

# Abstract Submission

## 1. New submission

- After creating the account, you will be redirected to the next page.
- Click on **MY SUBMISSIONS** in the left sidebar to begin your abstract submission.
- Carefully read all the instructions provided on the page.
- To submit your abstract, select **NEW SUBMISSION**.



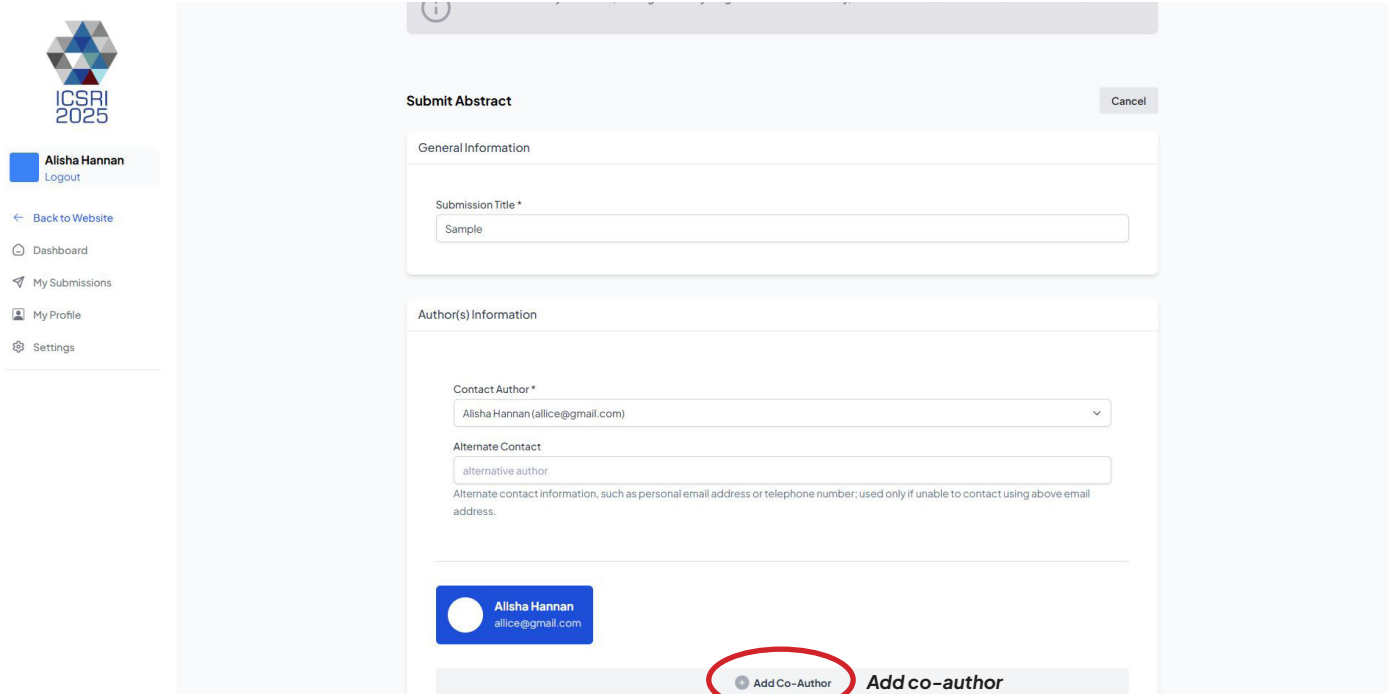
## 2. Complete the submission form

- Fill in all **required fields** marked with asterix(\*) under **GENERAL INFORMATION** and **AUTHOR(S) INFORMATION**.

The screenshot shows the 'Submit Abstract' form. At the top, a message says: 'Please check over your entries, making sure everything is filled out. When ready, click on the Make Submission button below once.' The form has two main sections: 'General Information' and 'Author(s) Information', both highlighted with red circles. The 'General Information' section includes a 'Submission Title \*' field with the placeholder 'submission title'. The 'Author(s) Information' section includes a user profile for 'Hawwa Alishan' (hawwa.alishan@gmail.com), an 'Add Co-Author' button, a 'Contact Author \*' dropdown menu with 'Select' as the current selection, and an 'Alternate Contact \*' field.

### 3. Add co-author

- If more than one author, add a co-author for the submission by filling in all **required fields** marked with asterix (\*) under **ADD CO-AUTHOR**.
- Each co-author will also receive a confirmation email with your contact information and their login information.



**Submit Abstract** Cancel

**General Information**

Submission Title \*

Sample

**Author(s) Information**

Contact Author \*

Alisha Hannan (alice@gmail.com)

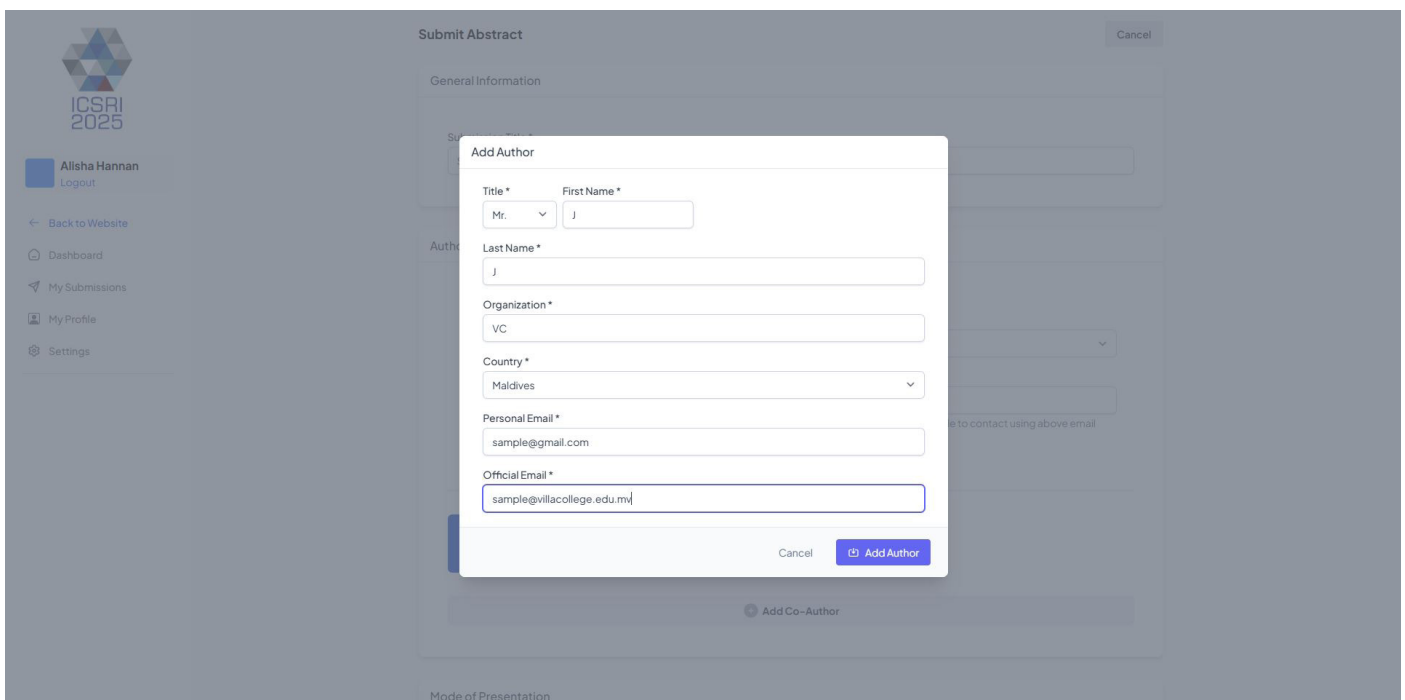
Alternate Contact

alternative author

Alternate contact information, such as personal email address or telephone number; used only if unable to contact using above email address.

Alisha Hannan  
alice@gmail.com

+ Add Co-Author **Add co-author**



**Add Author**

Title \* First Name \*

Mr. J

Last Name \*

J

Organization \*

VC

Country \*

Maldives

Personal Email \*

sample@gmail.com

Official Email \*

sample@villacollege.edu.mv

Cancel Add Author



- Once you add the co-author(s), you will need to select the **PRESENTING AUTHOR(S)**
- You may choose one or more authors to be designated as **PRESENTING AUTHOR(S)**

**Author(s) Information**

Contact Author \*  
Alisha Hannan (allice@gmail.com)

Alternate Contact  
alternative author  
Alternate contact information, such as personal email address or telephone number; used only if unable to contact using above email address.

**Presenting Authors \*** **Presenting Authors**

Alisha Hannan (allice@gmail.com) ☒

JJ (J) ☐

**Mode of Presentation**

## 4. Abstract submission

- Complete the submission by filling in all **required fields** marked with asterix (\*) under **MODE OF PRESENTATION, CONFERENCE TRACK, SDGs** and **CONTENT**.

**Mode of Presentation \*** **Mode of presentation**

Mode \*  
Select  
Physical

**Conference Track \*** **Conference track**

Digital Transformation and Smart Solutions  
Climate Action and Resilience Engineering  
Business and Social Entrepreneurship Driving Equity  
Resilient Learning Systems and Future Skills  
Responsive Law and Governance  
Global Health, Biomedicine, and Preparedness  
Community Wellbeing and Social Support Systems  
Urbanisation, Mobility, and Sustainable Cities

**Sustainable Development Goals \*** **SDGs**

SDG Goal \*  
Select

- Attach the abstract file written in MS Word document, check the consent button and click **MAKE SUBMISSION** button.

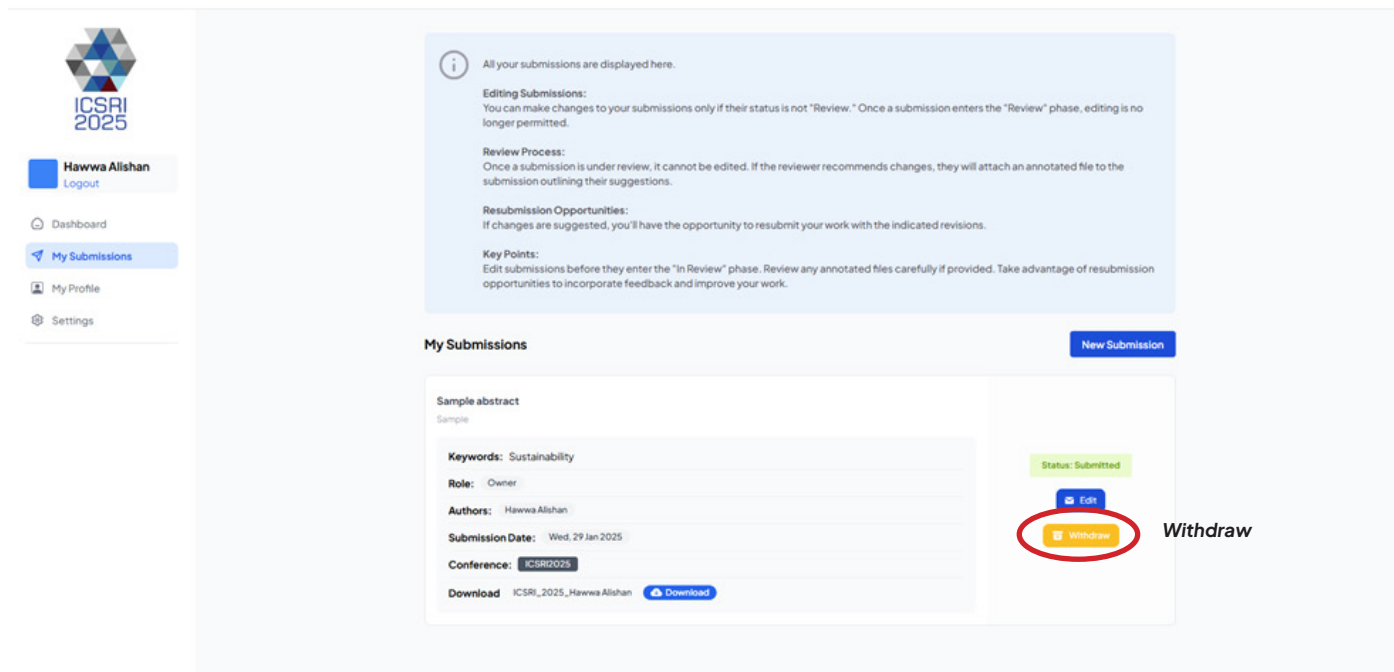
**\*\* All abstracts should be written in MS Word format (DOC or DOCX) templates provided (available for download [HERE](#)). Save your abstract using this format: "ICSR2025\_yourLastName.doc".**

## 5. Updating an abstract

- The author may login to edit/update the submission until the call for abstracts closes on 30 April 2025.
- The author can make changes to the submission **ONLY** if the status is not **in review**.
- To make changes, login via the [LOGIN](#) button on the homepage and select **EDIT** under **MY SUBMISSIONS**.
- The author should follow the same [abstract submission](#) steps to upload the abstract.

## 6. Withdrawing an abstract

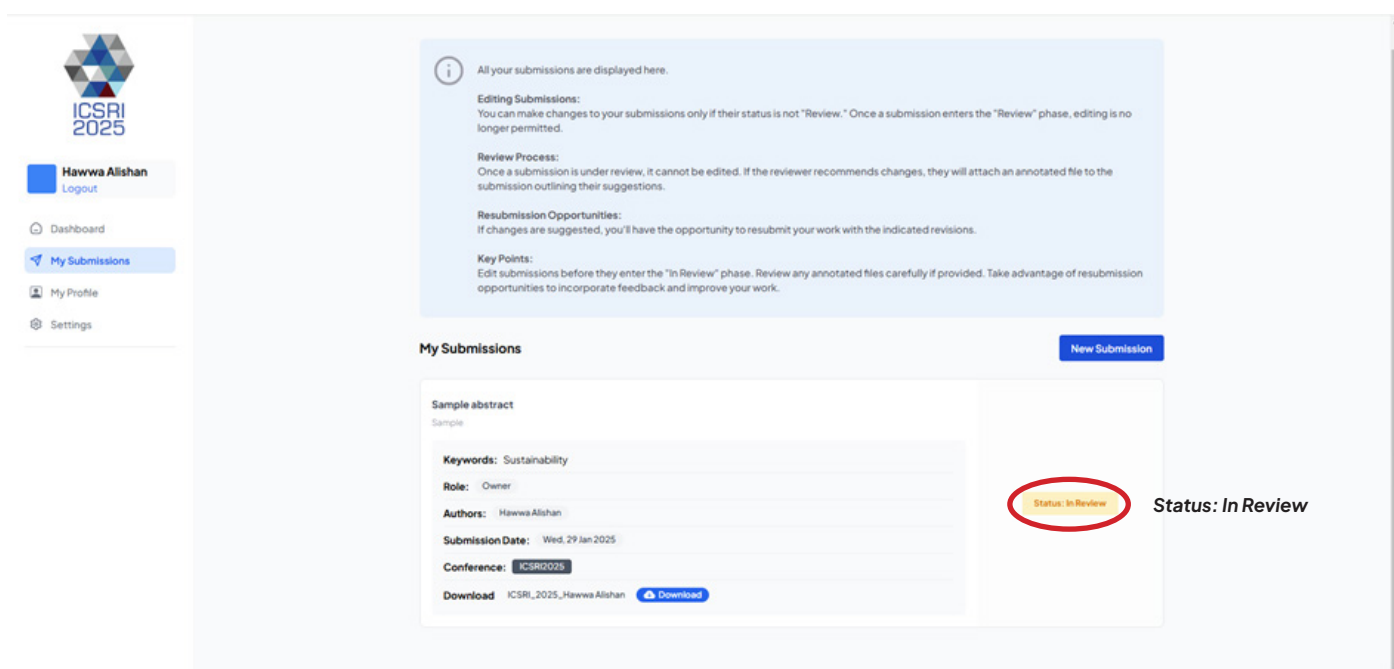
- The author may withdraw the abstract until the call for abstracts closes on 30 April 2025.
- The author can withdraw the submission ONLY if the status is not **in review**.
- To withdraw, login via the [LOGIN](#) button on the homepage and select **WITHDRAW** under **MY SUBMISSIONS**.



The screenshot shows the ICSRI 2025 user interface. On the left is a sidebar with the user's name 'Hawwa Alishan' and a 'Logout' button, along with navigation links for 'Dashboard', 'My Submissions' (highlighted), 'My Profile', and 'Settings'. The main content area has a header with an information icon and the text 'All your submissions are displayed here.' Below this are instructions on editing, review process, resubmission opportunities, and key points. The 'My Submissions' section features a 'New Submission' button and a list of submissions. One submission is shown with details: 'Sample abstract', 'Keywords: Sustainability', 'Role: Owner', 'Authors: Hawwa Alishan', 'Submission Date: Wed, 29 Jan 2025', and 'Conference: ICSRI2025'. The submission status is 'Submitted'. To the right of the submission details, there are 'Edit' and 'Withdraw' buttons. The 'Withdraw' button is circled in red, and the word 'Withdraw' is written next to it.

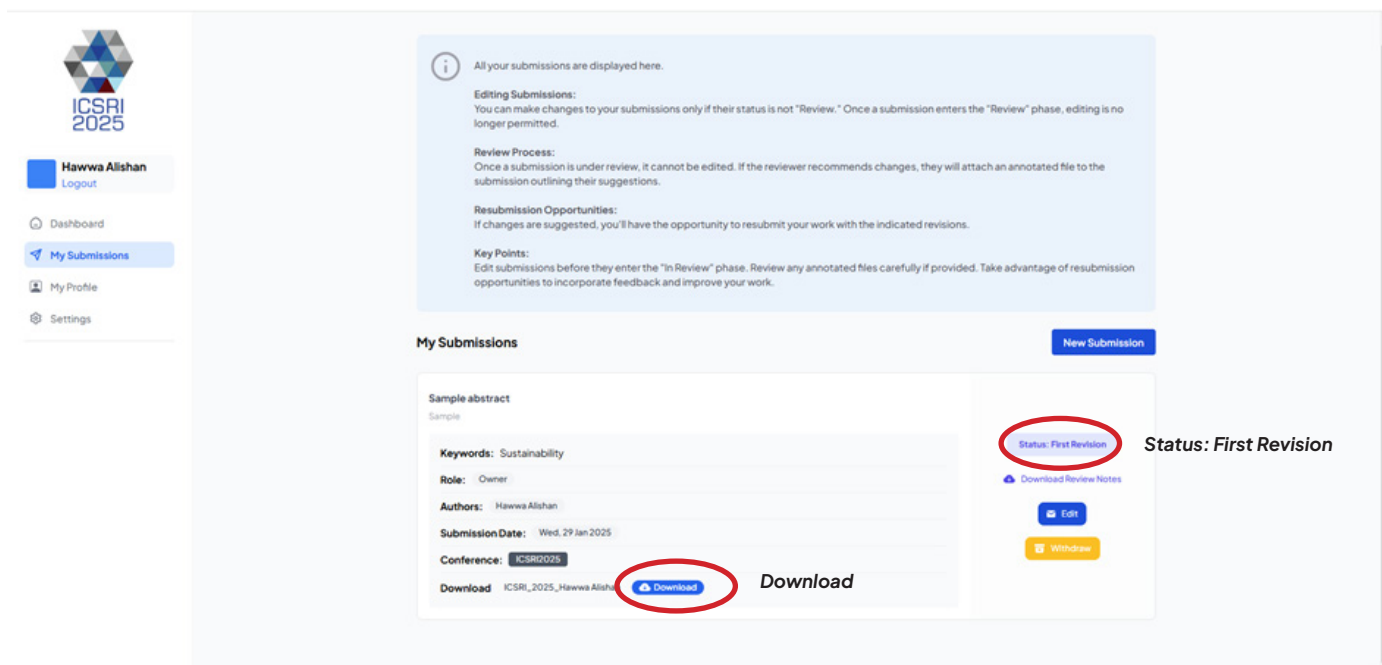
## 6. Abstract review process

- If the submission is accepted for review, the main author will receive an email from ICSRI 2025 notifying the status of the submission as **IN REVIEW**.
- The author can login via the [LOGIN](#) button on the homepage and check the status under **MY SUBMISSIONS**.



This screenshot shows the same ICSRI 2025 user interface as the previous one, but with a different submission status. The submission details are identical: 'Sample abstract', 'Keywords: Sustainability', 'Role: Owner', 'Authors: Hawwa Alishan', 'Submission Date: Wed, 29 Jan 2025', and 'Conference: ICSRI2025'. However, the submission status is now 'In Review'. The 'Status: In Review' text is circled in red, and the words 'Status: In Review' are written next to it.

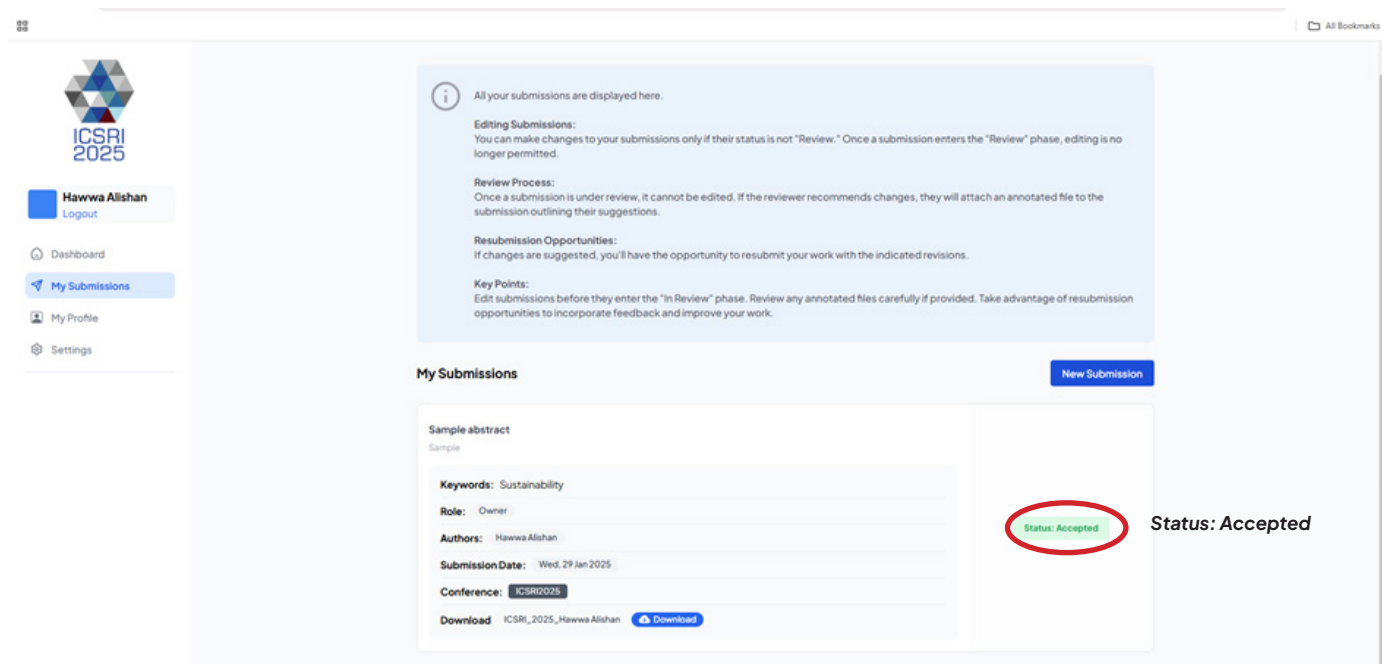
- If the reviewer recommends changes, they will attach an annotated file to the submission with their suggestions.
- The author will receive another email notifying the status of the submission as **FIRST REVISION**.
- The author must then [LOGIN](#) and **DOWNLOAD** the reviewed abstract under **MY SUBMISSIONS**.
- After making the necessary changes, the author should follow the same [abstract submission](#) steps to upload the revised abstract.



The screenshot shows the ICSRI 2025 submission dashboard. On the left is a sidebar with the user's name 'Hawwa Allshan' and a 'Logout' button, along with navigation links for 'Dashboard', 'My Submissions' (highlighted), 'My Profile', and 'Settings'. The main content area has a light blue header with an information icon and text: 'All your submissions are displayed here.' Below this are three sections: 'Editing Submissions' (explaining that editing is only allowed before the 'Review' phase), 'Review Process' (explaining that reviewers attach annotated files), and 'Resubmission Opportunities' (explaining that authors can resubmit after feedback). The 'My Submissions' section shows a table with one submission. The submission details include: 'Sample abstract', 'Keywords: Sustainability', 'Role: Owner', 'Authors: Hawwa Allshan', 'Submission Date: Wed, 29 Jan 2025', and 'Conference: ICSRI2025'. The status is 'Status: First Revision', which is circled in red. To the right of the status is a 'Download Review Notes' link. Below the status are 'Edit' and 'Withdraw' buttons. At the bottom of the submission details is a 'Download' button, also circled in red, with the text 'Download' next to it.

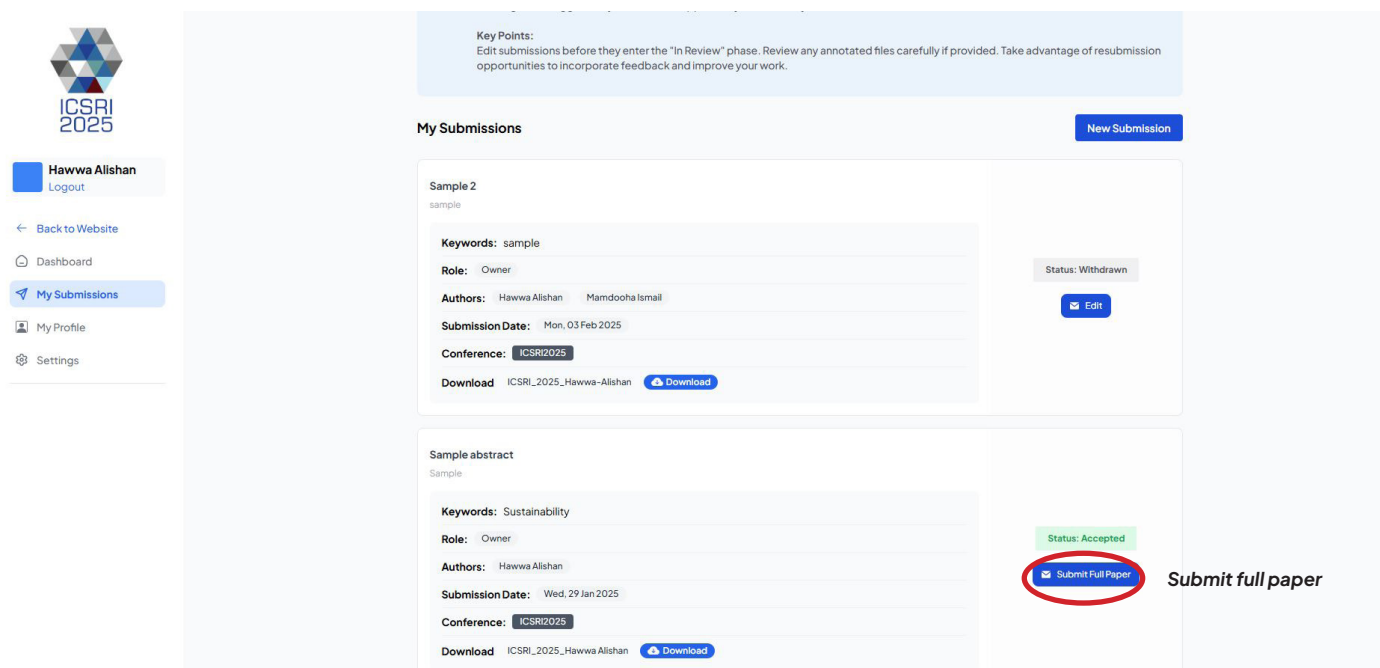
## 7. Abstract acceptance

- Once the revised abstract is accepted, the main author will receive an email from ICSRI 2025 notifying the status of the submission as **accepted**.
- The author can login via the [LOGIN](#) button on the homepage and check the status under **MY SUBMISSIONS**.



This screenshot shows the same ICSRI 2025 submission dashboard as the previous one, but the submission status has changed to 'Status: Accepted', which is circled in red. The submission details remain the same: 'Sample abstract', 'Keywords: Sustainability', 'Role: Owner', 'Authors: Hawwa Allshan', 'Submission Date: Wed, 29 Jan 2025', and 'Conference: ICSRI2025'. The 'Download' button is still present at the bottom of the submission details.

- Once the abstract is accepted, the author will have the opportunity to submit the full paper.
- To proceed, the author should click **SUBMIT FULL PAPER** and upload the full paper file as per the requirement.



**Key Points:**  
Edit submissions before they enter the "In Review" phase. Review any annotated files carefully if provided. Take advantage of resubmission opportunities to incorporate feedback and improve your work.

**My Submissions** [New Submission](#)

**Sample 2**  
sample

**Keywords:** sample

**Role:** Owner

**Authors:** Hawwa Alishan Mamdooha Ismail

**Submission Date:** Mon, 03 Feb 2025

**Conference:** ICSRI2025

**Download:** ICSRI\_2025\_Hawwa-Alishan [Download](#)

**Status:** Withdrawn [Edit](#)

**Sample abstract**  
Sample

**Keywords:** Sustainability

**Role:** Owner

**Authors:** Hawwa Alishan

**Submission Date:** Wed, 29 Jan 2025

**Conference:** ICSRI2025

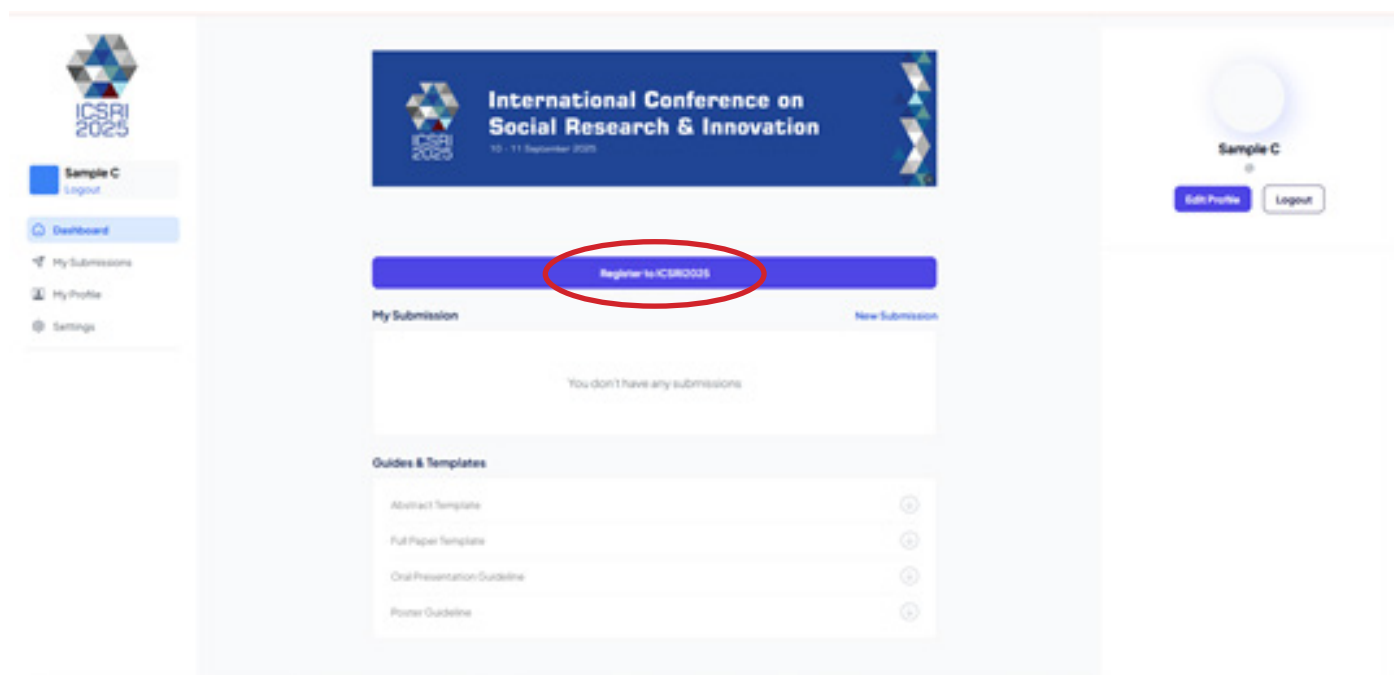
**Download:** ICSRI\_2025\_Hawwa Alishan [Download](#)

**Status:** Accepted [Submit Full Paper](#) **Submit full paper**

## Conference Registration

### 1. Registration

- If a user wishes to participate in ICSRI 2025, you must register either as an attendee or presenter.
- To register, first [LOGIN](#) and click **GO TO DASHBOARD**.
- Then, click **REGISTER TO ICSRI2025** to complete your registration.



**Sample C**  
[Logout](#)

[Dashboard](#)

[My Submissions](#)

[My Profile](#)

[Settings](#)

**International Conference on Social Research & Innovation**  
10 - 11 September 2025

[Register to ICSRI2025](#)

**My Submission** [New Submission](#)

You don't have any submissions

**Guides & Templates**

[Abstract Template](#)

[Full Paper Template](#)

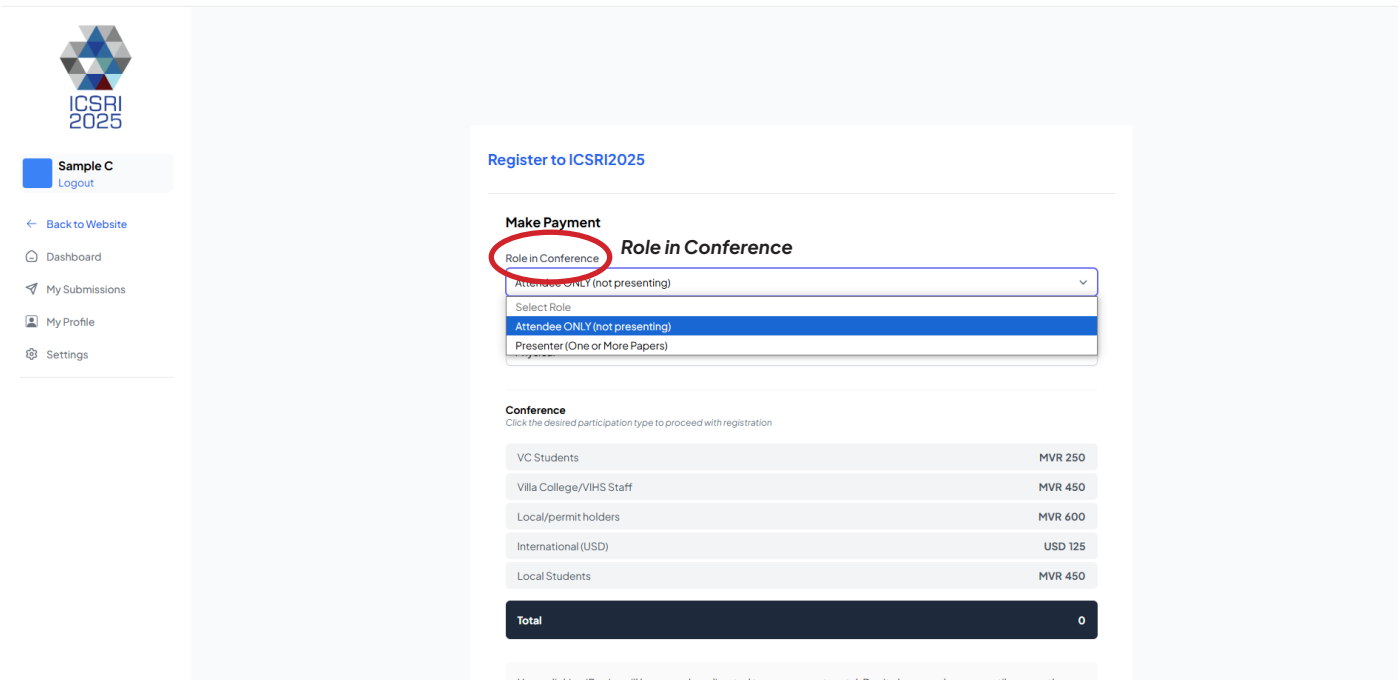
[Oral Presentation Guideline](#)

[Poster Guideline](#)

**Sample C**  
[Edit Profile](#) [Logout](#)

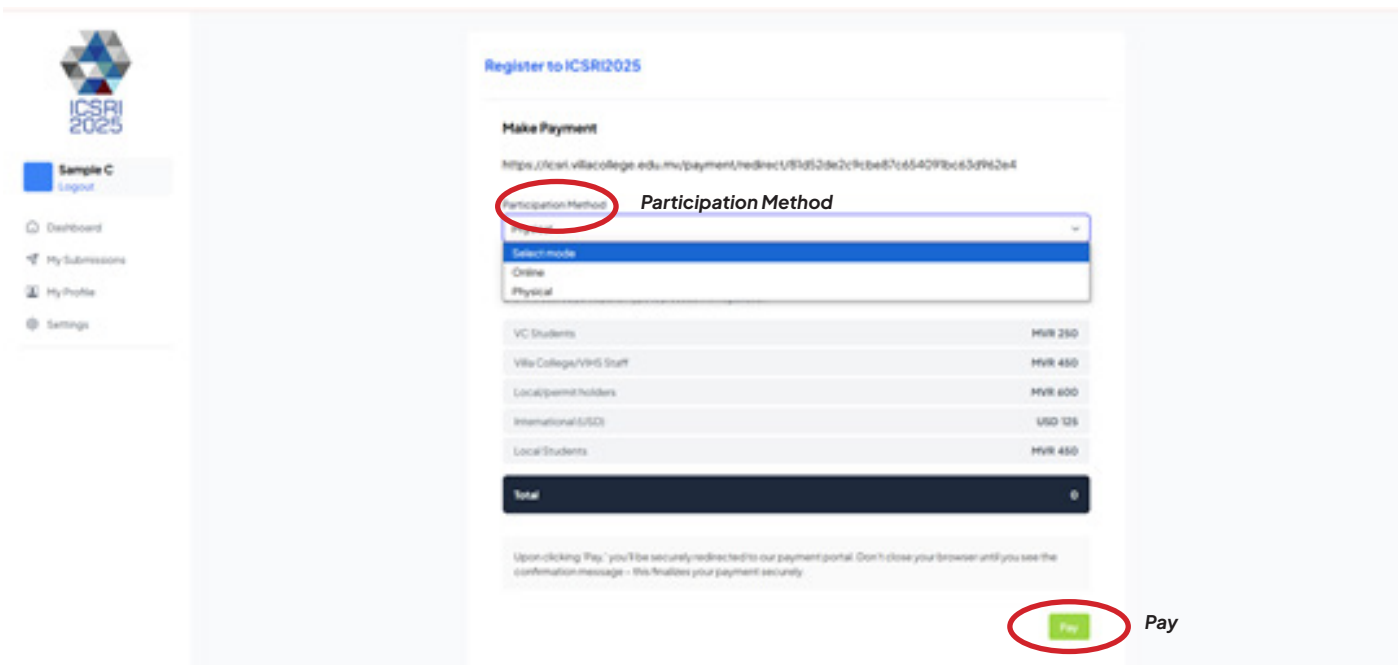
## 2. Payment Procedure

- Once you click REGISTER TO ICSRI 2025, you will be required to select your **ROLE IN CONFERENCE: Attendee ONLY (not presenting)** or **Presenter (one or more papers)**



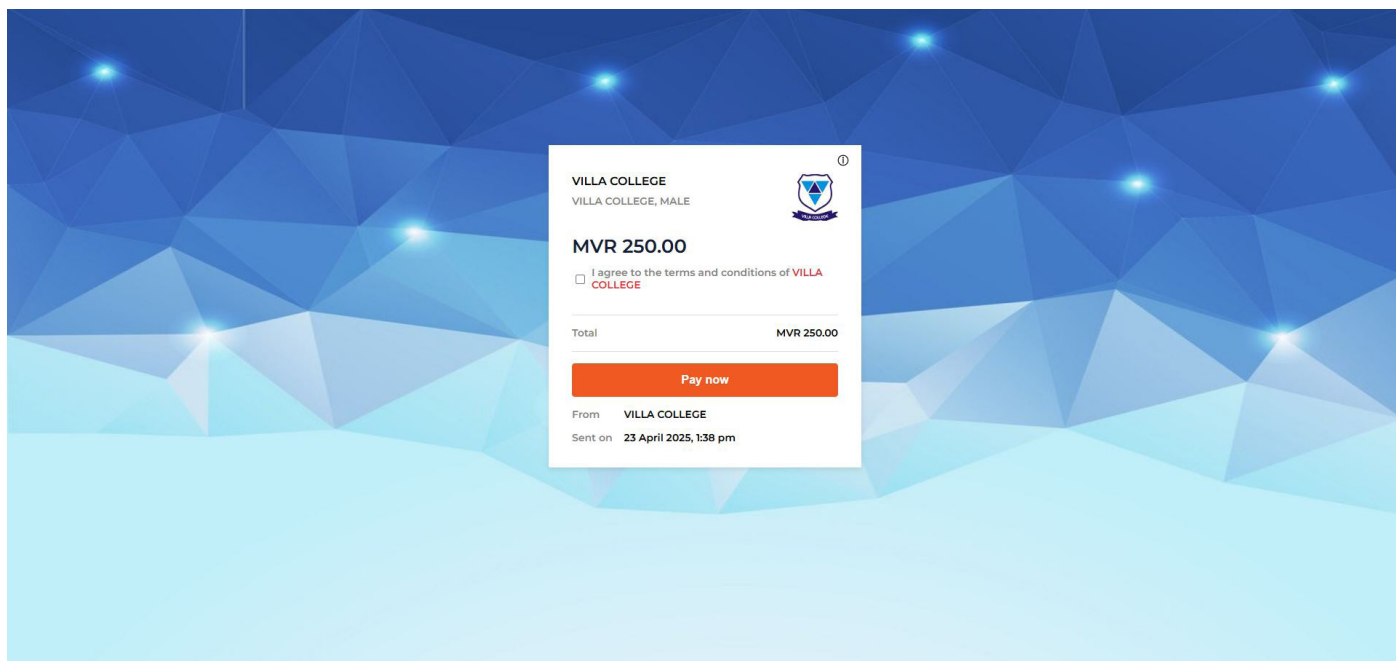
The screenshot shows the 'Register to ICSRI2025' page. On the left is a sidebar with the ICSRI 2025 logo, a 'Sample C' button, a 'Logout' link, and a menu with 'Back to Website', 'Dashboard', 'My Submissions', 'My Profile', and 'Settings'. The main content area is titled 'Make Payment' and features a dropdown menu labeled 'Role in Conference'. The dropdown is open, showing three options: 'Attendee ONLY (not presenting)', 'Select Role', and 'Presenter (One or More Papers)'. The 'Attendee ONLY (not presenting)' option is highlighted in blue. Below the dropdown is a table titled 'Conference' with the instruction 'Click the desired participation type to proceed with registration'. The table lists five categories with their respective fees: VC Students (MVR 250), Villa College/VHS Staff (MVR 450), Local/permit holders (MVR 600), International (USD) (USD 125), and Local Students (MVR 450). At the bottom of the table, a 'Total' row shows a value of '0'. A note at the bottom of the page states: 'Upon clicking "Pay" you'll be securely redirected to our payment portal. Don't close your browser until you see the confirmation message - this finalizes your payment securely.'

- Next, select your **PARTICIPATION METHOD: Physical** or **Online**
- Click **PAY** to be directed to the payment portal
- Complete the payment to confirm your participation in ICSRI 2025.



This screenshot shows the same 'Register to ICSRI2025' page, but with the 'Participation Method' dropdown menu open. The dropdown is labeled 'Participation Method' and shows two options: 'Online' and 'Physical'. The 'Physical' option is highlighted in blue. The rest of the page, including the sidebar, the 'Make Payment' title, the 'Conference' table with fees, and the 'Total' row showing '0', remains the same. The 'Pay' button at the bottom right is highlighted with a red circle. A note at the bottom of the page states: 'Upon clicking "Pay" you'll be securely redirected to our payment portal. Don't close your browser until you see the confirmation message - this finalizes your payment securely.'





### 3. Registration Completed

- Once the payment is successful, **MY DASHBOARD** with your [LOGIN](#) will display the status as **REGISTERED IN ICSRI2025**.

**ICSRI 2025**

**Hawwa Alishan**  
Logout

← Back to Website

**Dashboard**

My Submissions

My Profile

Settings

**International Conference on Social Research & Innovation**  
10 - 11 September 2025

**Hawwa Alishan**  
@Villa College  
Edit Profile Logout

**You are registered to attend ICSRI2025.** **Status: Registered**

**My Submission** [New Submission](#)

Sample abstract Sample	Status: Accepted
Sample 2 sample	Status: Withdrawn

**Guides & Templates**

Abstract Template	↓
Full Paper Template	↓
Oral Presentation Guideline	↓
Poster Guideline	↓

## CONTACT DETAILS

**ICSRI 2025**  
**Institute for Research and Innovation**  
**Villa College**  
Rah Dhebai Hingun, Male', Maldives

T: (+960) 3033375 / (+960) 3033343

E: [icsri@villacollege.edu.mv](mailto:icsri@villacollege.edu.mv)

W: <https://icsri.villacollege.edu.mv/>

