



6 - 9 October 2025 | Radisson Hotel & Convention Centre, O.R. Tambo Airport

Abstract Submission Instructions

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

New Account
Create New Account

Abstract Submission Portal Sign In

Thank you for your interest in presenting at the SAQA Conference 2025: The Establishment, Evolution and Future of the NQF .

New users: If you have not yet submitted a presentation, please create a new account below.

Existing users: Please sign into the Submission Portal with your account email address and password.

Should you require assistance regarding your submission, please contact the Abstract Manager, Janine Koeries janine@soafrica.com.

[Reset/Forgot Password](#)

Sign in

Email Address

Password

The Password field is required.

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

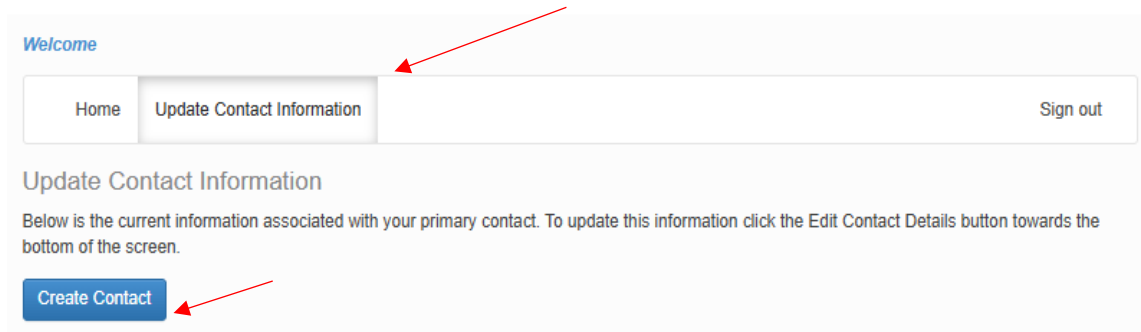
Welcome

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

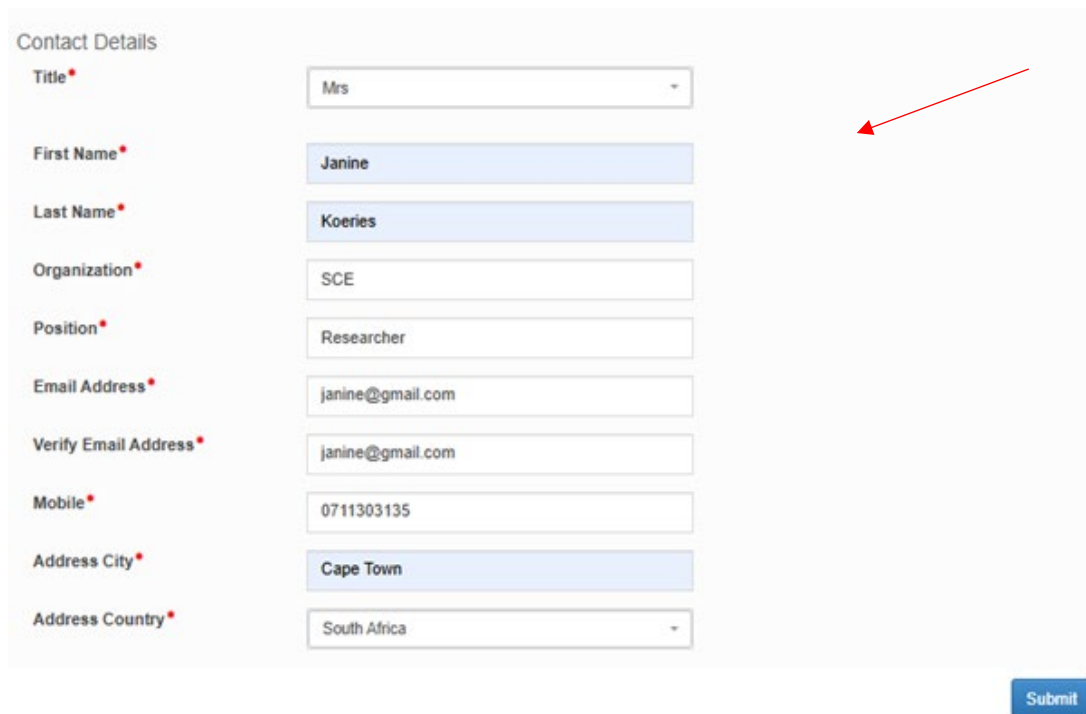


4. Step Four complete your personal details below and select submit:

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

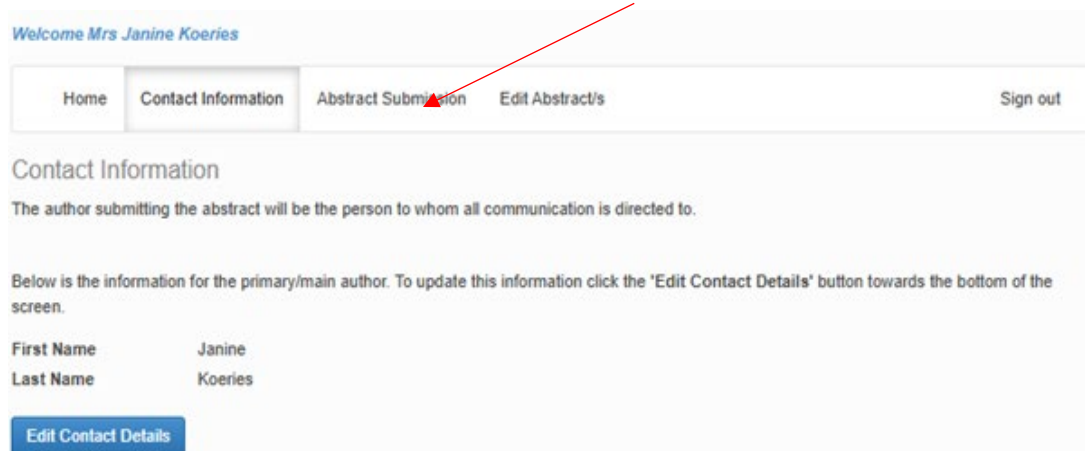
Contact Information

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



- Step Six: Add your abstract title (no more than 30 words) and select your presentation type (Oral Presentation/ Poster Presentation) from the drop-down menu and select

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

Abstract Title Draft

Title

Word Limit 30
Word Count 0

Presentation Type

Select your presentation type from the drop down list below

Presentation Type

Save As Draft
Continue

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

Abstract Submission

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

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✕ Title and Presentation Type

Theme

✕ Authors And Affiliations

Abstract Upload

Additional Information

Review

Submit

Abstract Theme Draft

Abstract submissions should be categorised under one of the themes listed below.

Historical Overview of the SA NQF	A comprehensive overview of SAQA's journey, highlighting key milestones and impacts, and reflecting on the progress in implementing the National Qualifications Framework (NQF).
Global discourse around the National Qualifications Frameworks including regional meta frameworks	This should explore international best practices and alignments for global recognition of qualifications, artificial intelligence and the impact on recognition of qualifications, microcredentials and opportunities for expanding international collaborations and partnerships.
Systematic view of the quality assurance system	The focus should be on a coordinated quality assurance system with quality councils, education and training providers, professional bodies and government departments. It includes effective QA mechanisms, innovations in QA practices, role of Professional Bodies.
Learner-centric approaches to education and training	Promotion of lifelong learning including and articulation.
Flexible Learning-and-Work Pathways for Social Justice, Development, Innovation	

Theme

Save As Draft
Continue

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

Author Affiliation Draft

Enter the author affiliations

1 ✕

Affiliation

City

Province

Country

[+ Add Affiliation](#)

9. Step Nine: Enter you Author Details below, you are able to add multiple authors by selecting the ADD AUTHOR 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

First Name

Last Name

Presenter

Organization

Position

Affiliations

[+ Add Author](#)

10. Step 10: Add your 100-word bio. Once complete Step 8,9,10 – click CONTINUE

Please enter the biography for the presenting author.

Biography

Word Limit 100 Word Count 0

Save As Draft Continue



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

Abstract Criteria:

- o Maximum of two hundred and fifty (250) words per abstract

- ✕ Title and Presentation Type
- ✓ Theme
- ✕ Authors And Affiliations
- Abstract Upload**
- Additional Information
- Review
- Submit

Draft

Abstract Upload

Copy & paste your text into the text box below.
Run a spell-check prior to submitting.
Click on continue.

Content

Special Character Keyboard

Word Limit 250 Word Count 0

Save As Draft Continue

12. Step Twelve: 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	<h4>Review Submission</h4> <p>Below is a summary of your completed submission.</p> <p>Any sections that are still required to be completed for submission are noted in red.</p> <p>Koeries J¹ ¹ SCE, Cape Town, South Africa</p> <div style="border: 1px solid #f08080; padding: 2px; margin-top: 10px;">Title Required</div>	Draft
✔ Theme		
✘ Authors And Affiliations		
Abstract Upload		
Additional Information		

Ready to submit

Save As Draft
Continue

Missing Info, you will be required to entre these in before submitting

Once info is submitted it will appear as so, and you will be able to SUBMIT

13. Step Thirteen: Agree to the Terms and Conditions and select SUBMIT

Title and Presentation Type
Theme
✘ Authors And Affiliations
Abstract Upload
Additional Information
Review
Submit

Abstract Submission

Draft

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.

Deadline for submission: 15 August 2025

Abstracts may be submitted online for Oral or Poster presentation and must be received electronically not later than 23h59 on **15 August 2025 (South African Time)**.

The programme committee will meet shortly thereafter to finalise the review of abstracts.

Once you have successfully submitted your abstract, you will receive a confirmation letter. If you do not receive the confirmation within 24 hours of submitting your abstract, please contact the Abstract Manager Janine Koeries, janine@soafrica.com

I have read and understood the terms and conditions associated with the abstract submission for SAQA Conference 2025.

I agree to the above Terms and Conditions



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

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