



**INTERNATIONAL
DATA WEEK**
13-16 October 2025
Brisbane, Australia



From: Irina Hope <irina.hope@rda-foundation.org>

Sent: Friday, September 12, 2025 5:03 PM

Cc: Secretariat <secretariat@rda-foundation.org>

Subject: One month to go RDA P25/IDW2025

Dear RDA P25 [IDW 2025] session chairs,

It's one month until International Data Week 2025 (IDW 2025)! Please read some planning updates and reminders below.

Registration:

We would appreciate it if you could write to the speakers in your session and encourage them to register. For those speakers in your session who are unable to join us in-person, [virtual registration is open](#). As a reminder it is the responsibility of the session chair to ensure that all speakers in their session have registered to the conference.

Venue room allocation:

Your session has been allocated to a venue room which can be viewed [here](#). More details on the rooms' layout will be shared soon.

Presentations:

Please use [the RDA P25 slide template](#) to begin working on your presentation. **IDW 2025 requires all presentations to be uploaded into [the nominated shared drive](#) by Monday 6 October 2025.** It is the responsibility of session chairs to collate presentations of all speakers in their session.

Collaborative notes:

Please see the collaborative notes relative to your RDA P25 session in [this folder](#). It contains the session agenda, presentation links, attendee check-ins and meeting notes which are accessible before, during and after your session.

Session Chair Guide How to Run a Plenary (available soon):

Please arrive at the allocated room **no later than 30 minutes prior to your session start time**. Your slides (which were uploaded to the nominated shared drive on 6 October) will be pre-loaded in the room for you. Please ensure you click through the slides to check the formatting has transferred correctly. Please invite any virtual speakers to login **20 45 minutes before your session**.

We have allocated a volunteer to assist the session chairs in each room. We will share more details in the coming weeks.

IDW 2025 Registration Desk:

We will be opening conference registration early on **Sunday 12 October from 15:00–17:00 AEST**. The registration desk will be clearly signposted on the Plaza Level of the Brisbane Convention and Exhibition Centre.

Otherwise, standard registration for the conference will open on **Monday 13 October from 7:30–8:55 AEST**. Please note the opening session of the conference will commence at 9:00 AEST.

App access available soon:

The IDW 2025 event app will be available to download from one month before the conference. Keep an eye out for an email with the details on how to download the app.

Share your session:

Help us share the news about IDW 2025 to get maximum attendees to your session! We invite you to use the "I'm presenting at IDW" and/or "Let's meet up at IDW" email signatures and social media graphics with your network. These graphics can be downloaded from the [promotional toolkit](#).

Visa reminder:

Please remember a valid visa is required for all international visitors to Australia ([read more about visas and the exceptions](#)) and this can take up to eight weeks. It is the responsibility of each delegate to arrange their own visa. We encourage you to start this process now, if you haven't already done so.

If you have any further questions, please contact secretariat@rda-foundation.org.

All P25 planning updates are duplicated on this [web page](#).

Kind regards,

Irina Hope

RDA P25 & IDW 2025 Organising Committee

On behalf of the RDA Secretariat