



Guidelines for DET CRC Reports, Publications, Theses and Presentations: Approvals and Formats

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1. Introduction

Publication of papers and other forms of dissemination of information by DET CRC researchers is encouraged. However, it is necessary to ensure that the benefits of publication and presentation outweigh the potential loss of commercially valuable Intellectual Property rights and that confidential information is protected. It is also necessary to ensure that DET CRC is duly acknowledged and that reports, publications, theses and presentations are registered with a DET CRC Document/Presentation reference number, stored in the central database and made available to Participants and Affiliates. It is also important, both for the DET CRC's brand and for ease of use by a wide variety of end-users, that internal DET CRC reports have a uniform appearance and structure.

This document contains guidelines for obtaining approval of reports, publications, theses and presentations from the DET CRC. The form for obtaining the required approvals is attached as Appendix A. This document also contains formatting guidelines for DET CRC reports and presentations (Appendices B & C). Key aspects of the approvals process and formatting are summarised in the Table below.

Type of Document	Circulation Once Approved	Format	Approver
Quarterly Project Report	Internal (CRC only)	Online Centric System	Project Leader approves submission Review process described below
Interim Technical Report	Internal (CRC only)	Appendix B	Project Leader, Program Leader or CEO
Final Project Report	Internal (CRC only)	Appendix B	Project Leader, Program Leader or CEO
DET CRC Annual Report	Public (but notably DIISRTE)	Prepared by CRC Head Office staff	CEO
Scientific Publication (incl. Conference Abstract)	Public	Prescribed by Journal	Program Leader or CEO
Other Publication	Public	Generally prescribed by 'Journal'	CEO
PhD Thesis	Emargoed then Public	Prescribed by University	Project Leader, Program Leader or CEO
Internal Presentation	Internal (CRC only)	Appendix C	None
External Presentation	Public	Appendix C	Program Leader or CEO

Summary of DET CRC document types, their circulation and required format and approvals. Note that in all cases except Quarterly Project Reports, Annual Report and Internal Presentations, the form for 'Approval of Reports, Publications, Theses and Presentations' must be completed. An author cannot authorise their own document/presentation.

2. Types of Documents

Quarterly Project Reports

Quarterly Project Reports are prepared within the online Centric system by Project Leaders (who also approve their entry into Centric) and are reviewed by Program Leaders, Chairs of Project Review Panels and the CEO. No further information on quarterly project reports is included in this document.

Interim Technical Reports

Interim Technical Reports are prepared as required by Project Milestones or on an *ad hoc* basis if required. A template is provided for these reports in Appendix B. These reports are confidential to the CRC and its Participants and Affiliates so may contain information that would not be released in public documents. Note that in some cases confidential data provided by companies to CRC projects cannot be circulated even internally within CRC technical reports and only derived results may be circulated. If companies have provided confidential data please check the conditions for the provision of such. Interim Technical Reports may be approved by Project Leaders, Program Leaders or the CEO. Interim Technical Reports must not be circulated outside of the DET CRC without the approval of the CEO. The form for 'Approval of Reports, Publications, Theses and Presentations' must be completed for Interim Technical Reports. As specified in the Participants Agreement, authors must allow 30 days for approval of reports and publications.

Final Project Reports

Final Reports are required for all projects. The template for these reports is the same as for interim technical reports and is provided in Appendix B. These reports are confidential to the CRC and its Participants and Affiliates so may contain information that would not be released in public documents. Note that in some cases confidential data provided by companies to CRC projects cannot be circulated even internally within CRC technical reports and only derived results may be circulated. If companies have provided confidential data please check the conditions for the provision of such. Final Project Reports may be approved by Project Leaders, Program Leaders or the CEO. Final Project Reports must not be circulated outside of the DET CRC without the approval of the CEO. The form for 'Approval of Reports, Publications, Theses and Presentations' must be completed for Final Project Reports.

DET CRC Annual Reports

DET CRC's annual report to DIISRTE will be produced by the CRC Head Office staff based on the quarterly reports and other information submitted during that year. Additional input will be sought from Program Leaders, Project Leaders and Researchers as required. A short form annual report is also likely to be produced for publicity purposes. No further information on annual reports is included in this document.

Scientific Publications (including Conference Abstracts)

Scientific publications refer to the reporting of DET CRC projects in scientific journals and conference proceedings (including conference abstracts). The format of such must follow that required by the journal. This category of document will have circulation outside of the CRC and there are requirements that must be met in terms of the seeking approval to publish, notably regarding IP, confidentiality, the use of logos and acknowledgement. These requirements are summarised below and extracted from the DET CRC's Participants Agreement. The form for 'Approval of Reports, Publications, Theses and Presentations' must be completed for Scientific Publications.

Other Publications

Other publications include articles for trade press, items on web pages, advertising material, brochures/flyers and any material other than scientific publications that are in the public domain. The format of such will generally be prescribed by where it is being published or developed in collaboration with the DET CRC's communications consultants (e.g. in the case of brochures and flyers). This category of document will have circulation outside of the CRC and there are requirements that must be met in terms of the seeking approval to publish, notably regarding IP, confidentiality, the use of logos and acknowledgement. These requirements are summarised

below and extracted from the DET CRC's Participants Agreement. The form for 'Approval of Reports, Publications, Theses and Presentations' must be completed for Scientific Publications.

PhD Theses

See also Research Student Commencement form regarding the submission of PhD theses and making such publicly available.

A PhD thesis may be submitted for examination in accordance with the normal procedures of the University at which the student is enrolled, provided that the:

- form for 'Approval of Reports, Publications, Theses and Presentations' has been completed;
- examiners are subject to written obligations of confidentiality;
- the thesis is embargoed for the maximum period stipulated in the University's rules unless specifically exempted from such, and;
- CEO is provided with a copy of the thesis.

It is good practice for the student researcher to inform the CEO, Program Leader and Project Leader of the impending submission, to enable the University and CRC sufficient time to implement these confidentiality requirements.

Presentations

This category includes presentations within the DET CRC and presentations to external audiences. Presentations within DET CRC do not require formal approval, but it is strongly recommended that Internal Presentations are reviewed and 'dry-run' with Project and/or Program Leaders. Note that in some cases confidential data provided by companies to CRC projects cannot be circulated even internally within CRC presentations and only derived results may be presented. If companies have provided confidential data please check the conditions for the provision of such.

For presentations given outside of the DET CRC (i.e. to audiences that include non CRC Participants and Affiliates), there are requirements that must be met in terms of the seeking approval to present, notably regarding IP, confidentiality, the use of logos and acknowledgement. These requirements are summarised below and extracted from the DET CRC's Participants Agreement. The form for 'Approval of Reports, Publications, Theses and Presentations' must be completed for External Presentations.

External Presentations, often produced close to the deadline for presentation, present perhaps the greatest risk of inappropriate public exposure of commercially sensitive IP or data provided confidentially. DET CRC particularly requests all its researchers consider such in preparing external presentations. In recognition of this risk and to maximise chance of observance of this policy:

- the review (approval) period for External Presentations has been reduced from the 30 days required in the Participants Agreement to 7 days, and;
- it is not critical that presentations be in their final format, but it is vital that any IP or data being presented be clear so that approvers can ensure that no potentially commercially valuable IP or confidential data are inappropriately divulged in a public forum.

The format for internal and external presentations is shown in Appendix C.

An author may not approve their own document/presentation. Hence if a Project Leader authors an interim report, approval must come from the Program Leader or CEO. If a Program Leader authors a scientific publication, the CEO must approve it.

3. DET CRC Approvals

The purpose of the DET CRC approvals process is to ensure that:

- commercially valuable Intellectual Property rights are not compromised by the release of confidential information or the premature publication of research results and in particular that researchers do not publish or disclose IP so as to preclude the grant of a patent (or other Intellectual Property protection);
- information provided confidentially to DET CRC is not inadvertently released in either internal or external Reports, Publications, Theses or Presentations;
- internal reports and papers submitted for publication are sufficiently meritorious and professionally prepared;
- DET CRC and the CRC Program receives proper acknowledgment of its contribution to published results, and;
- Reports, Publications, Theses and Presentations are registered with a DET CRC reference number, with copies stored in the central database and made available to Participants and Affiliates.

The DET CRC recognises that individual researchers, their Participant organisations and notably journals themselves (via referees and editors) are concerned with ensuring that publications are sufficiently meritorious and professionally prepared. DET CRC does not wish to institute parallel processes to these regarding the quality of publications. However, these processes are not geared to covering off on IP considerations, confidentiality, appropriate acknowledgement and records keeping. Those with the authority to approve DET CRC publications are requested to give these matters particular consideration.

Authors must allow 30 days for approval of reports and publications and 7 days for approval of External Presentations.

Form of Acknowledgement of DET CRC in Reports, Publications & Theses

Publications should include DET CRC and institutional affiliations in the address block of authors and acknowledge DET CRC and the CRC Program in the acknowledgements as follows. If such are unacceptable to the Journal, please contact the CEO to approve a variation.

Address Block

Preferably: "Deep Exploration Technologies Cooperative Research Centre, School of Earth & Environmental Sciences, University of Adelaide"
 "Deep Exploration Technologies Cooperative Research Centre, CSIRO, Queensland Centre for Advanced Technologies, Australia"
 Or: Deep Exploration Technologies CRC, Department of Petroleum Engineering, Curtin University, Australia"

Acknowledgements

"The work has been supported by the Deep Exploration Technologies Cooperative Research Centre whose activities are funded by the Australian Government's Cooperative Research Centre Programme. This is DET CRC Document 20**/****"

DET CRC Document/Presentation Reference Number

A Document/Presentation reference number will be assigned upon approval.

Form of Acknowledgement of DET CRC in Presentations

Please refer to the acknowledgement slide in the template presentation (Appendix C).

Databases

The DET CRC will make all documents and presentations available to Participants and Affiliates via online databases and is also obliged to submit all publications to the National Library of Australia via Legal Deposit.

4. Extract from Participants Agreement

This document provides guidelines for implementing the regulations with respect to Reports, Publications, Theses and Presentations to which all Participants have agreed in the Participants Agreement. The relevant sections of the Participants Agreement are reproduced below.

43. Student involvement

Participants who have enrolled Students who are involved in the Activities, or who have Students under their supervision, acknowledge and agree that:

- (a) they must ensure that those Students comply with clause 45 (Confidential Information);
- (b) they must ensure that Centre IP developed by the Student is owned in accordance with clause 23 (Intellectual Property), provided that the Student will own the copyright in his or her thesis;
- (c) they must ensure that Agreement Material developed by the Student is owned in accordance with clause 34.1(a);
- (d) the only restrictions on publishing a Student's thesis will be those reasonably necessary to protect patenting opportunities to register Centre IP for DET CRC, Party Confidential Information, Background IP, Centre IP or Centre Confidential Information;
- (e) DET CRC will not inhibit the right of a Student to have his or her thesis examined, but an examiner may be required to sign a confidentiality agreement to protect Confidential Information; and
- (f) before a student becomes involved in any Activities, DET CRC may require that the student and the institution in which the student is enrolled enter into a written agreement setting out the terms on which the Student is involved in the Activities, which shall be consistent with the principles in this clause 43.

44. Publications

44.1 Publication of information or material

The Parties acknowledge that the dissemination of knowledge is an important function of the Centre. Nonetheless, the Parties shall not publish any information or material arising from the Activities except in accordance with this clause 44.

44.2 Publication by DET CRC

Subject to the terms of any applicable Project Details, DET CRC may publish information or material arising from the Activities (excluding, for the avoidance of doubt, any Confidential Information) if it decides, acting reasonably in all the circumstances, that the benefits of publication, having regards to the Centre Objectives, outweigh any potential loss of commercially valuable Intellectual Property rights or other potential disadvantage for DET CRC or the Centre.

44.3 Request for permission

At least 30 days prior to any submission for publication, a Participant wishing to publish information or material arising from the Activities (**Requesting Party**) must forward a request in writing to the CEO, seeking permission to publish the information or material, and specifying in the request any Centre IP or Centre Confidential Information contained or referred to in the proposed publication.

44.4 Notification

DET CRC will procure that the CEO will notify the Requesting Party of its decision as to publication of the relevant information or materials within 30 days of receipt of a request. DET CRC's permission may be subject to any conditions that the CEO may reasonably impose, including a requirement that the publication comply with any relevant provisions of the Commonwealth Agreement, and include acknowledgments of:

- (a) the Centre's role in and contribution to the creation of the information or material in the publication; and
- (b) the Requesting Party's affiliation with the Centre.

If the CEO fails to notify the Requesting Party of its decision as to publication of the relevant information or materials within 30 days of receipt of a request the Requesting Party may assume that permission to publish has been granted by DET CRC.

44.5 Grant of permission

Subject to the terms of any applicable Project Details, if DET CRC decides in its reasonable discretion that the benefits of the Requesting Party's publication, having regards to the Centre Objectives, outweigh the potential loss of commercially valuable Intellectual Property rights or other potential disadvantage for DET CRC or the Centre, then DET CRC will notify the Requesting Party that permission to publish has been granted, and record that permission in a register which is available to Participants for review upon their request.

44.6 Declining permission

If DET CRC decides in its reasonable opinion that the benefits of publication, having regards to the Centre Objectives, do not outweigh the potential loss of commercially valuable Intellectual Property rights or other potential disadvantage for DET CRC or the Centre, then DET CRC will notify the Requesting Party to that effect, giving reasons for the decision, and either:

- (a) suggest alterations to the publication so that it does not disclose information affecting the commercially valuable Intellectual Property rights; or
- (b) if altering the publication is impractical, delay publication for a stipulated period as determined by the Governing Board, but not exceeding 12 months (unless otherwise agreed) from the date of the request in the case of a student thesis. Publications proposed by persons other than students may be delayed for such time as the Governing Board reasonably determines.

44.7 Party Confidential Information

Notwithstanding the other provisions of this clause 44, no Party may publish any information or material containing Party Confidential Information of a Party unless authorised by that Party or unless an exception in clause 45.3 applies.

44.8 Recognition

Subject always to clause 47, each Participant must ensure that any publication which it makes pursuant to this clause 44 acknowledges the contributions (if any) made by other Participants and the support of the Commonwealth and DET CRC:

- (a) unless directed otherwise by a Participant to be acknowledged or by the Commonwealth or DET CRC (as the case requires); and
- (b) provided that a Participant may not use the logo of any other Party without the prior written consent of that Party.

45. Confidential Information

45.1 Obligation

Except as otherwise provided in this clause 45, each Party must keep confidential and not disclose any Confidential Information.

45.2 Permitted use and disclosure

Each Party may:

- (a) use Confidential Information only for the purposes of this agreement;
- (b) disclose Confidential Information to its:
 - (i) employees;
 - (ii) directors and officers;
 - (iii) Related Entities; and
 - (iv) Legal, financial or other professional advisors,who have a need to know for the purposes of this agreement (and only to the extent that each has a need to know), but only if disclosure is made subject to an obligation of confidentiality in accordance with clause 45.6 and the disclosure does not prejudice DET CRC's ability to apply for protection of any Centre IP;
- (c) use and disclose Confidential Information to the extent, and in the manner, authorised under Project Details;
- (d) disclose Confidential Information to a proposed transferee of any shares in a Party or any related Entity of that Party subject to the proposed transferee executing a deed in favour of the other Parties to the effect that it

- is obliged to treat the information as confidential in the same manner and to the same extent as the disclosing party is required to do under this agreement;
- (e) disclose Confidential Information to the extent required by law; and
 - (f) if the Party is the Commonwealth or CSIRO, disclose Confidential Information to its responsible Minister or in response to a request by a House or a Committee of the Parliament.

45.3 Exceptions

- (a) The obligations imposed on a Party by this clause 45 will not apply to Confidential Information which:
 - (i) prior to disclosure is in the public domain or subsequent to disclosure to the Party becomes part of the public domain other than as a result of an unauthorised act or failure to act by that Party;
 - (ii) is received by a Party from a third Party without any obligation to hold in confidence and which has not been obtained by that third Party directly or indirectly from any Party;
 - (iii) is independently developed by an employee or officer of the Party owing the obligation of confidentiality while having no knowledge of the Confidential Information;
 - (iv) in the case of Party Confidential Information, the Party claiming confidentiality has agreed may be disclosed by that other Party; or
 - (v) in the case of Centre Confidential Information, DET CRC has agreed may be disclosed by that other Party.
- (b) A Party is not obliged to maintain the confidentiality of its own Party Confidential Information.

45.4 Onus

The receiving Party has the onus of showing that any of the above exceptions apply.

45.5 Combination of information

A combination of information will not be taken to be in the public domain merely because it contains information in the public domain.

45.6 Employees

Each Party must use its reasonable efforts during the Term and for a period of 3 years thereafter, to ensure that:

- (a) its respective employees, directors, officers and advisors and the employees, directors, officers and advisors of its Related Entities who participate in the Activities or acquire access to Confidential Information, must comply with the obligation of confidentiality under this clause 45 as though Parties to this agreement; and
- (b) any of the above mentioned employees, directors, officers and advisors who cease to be employees, directors, officers or advisors must continue to be bound by such obligations of confidentiality.

45.7 Survival

The obligations of confidentiality imposed on a Party will survive termination of this agreement or the Party's expulsion or retirement from the Centre.

46. Public announcements

DET CRC is principally responsible for making public announcements about the Centre and a Participant must not make any public announcement in relation to the Centre or this agreement without obtaining DET CRC's approval, except if required by law or a regulatory body (including a relevant stock exchange), in which case the Participant required to make an announcement must, to the extent practicable, first consult with and take into account the reasonable requirements of DET CRC and each other Participant.

47. Use of Party's name and CRC Indicia

47.1 Use of Party's name

A Party must not use the name or logo of any other Party without the prior written consent of that other Party.

47.2 Sub-licence to use CRC Indicia

- (a) DET CRC grants each Participant a non-exclusive licence to use the CRC Indicia, during the Funding Period, subject to any reasonable conditions required by the Commonwealth (as notified by DET CRC to the Participants).

- (b) Unless otherwise agreed in writing with DET CRC, during the Funding Period, each Participant must ensure that all publications and publicity by the Centre use the CRC Indicia prominently, in any manner specified by the Commonwealth (as notified by DET CRC to the Participants), from time to time.
- (c) Unless otherwise agreed in writing with DET CRC:
 - (i) at the end of the Funding Period, each Participant must cease using the CRC Indicia; or
 - (ii) at the time that a Participant is expelled or retires from the Centre, that Participant must cease using the CRC Indicia.
- (d) During the Term, each Participant must ensure that all publications (including reprints, and despite whether published by the Participant or other persons), promotional and advertising materials, public announcements, events and activities in relation to the Activities, or any products, processes or inventions developed as a result, acknowledge the financial and other support received from the Commonwealth:
 - (i) through reference to this support and the CRC Program;
 - (ii) through prominent display of the CRC Indicia; and
 - (iii) by reference to any acknowledgement required by the Commonwealth (as notified by DET CRC to the Participants from time to time).



Appendix A

Proforma for Approval of Reports, Publications, Theses and Presentations

Please read the Explanatory Notes on the following page before completing this form. All entries except the approval and acknowledgement entries and reference number (i.e. bottom two rows) are to be completed by the Contact Author.

Authors Names and Research Institutions:	
E-mail Address of Contact Author:	
DET CRC Project to Which the Document/Presentation Relates:	
Document/Presentation Title:	
Type of Document/Presentation (indicate type, referring to table below and/or explanatory notes if necessary)	
Interim Technical Report <input type="checkbox"/>	Scientific Publication (incl. Conference Abstract) <input type="checkbox"/>
Final Project Report <input type="checkbox"/>	Other Publication <input type="checkbox"/>
PhD Thesis <input type="checkbox"/>	
External Presentation <input type="checkbox"/>	
Is the Document/Presentation in the Correct Format for its Type (refer to explanatory notes if necessary):	
Intended Destination of Document/Presentation (e.g. Journal or Conference):	
Submission Deadline or Conference Date if Applicable:	
Describe Any Potentially Commercially Valuable Intellectual Property Included:	
If Any Potentially Commercially Valuable Intellectual Property is Included, Has It Been Previously Revealed or Protected (e.g. via patent):	
Is Any Confidential Information Included (consider confidential data or background IP provided for the research):	
Is DET CRC Appropriately Acknowledged in the Address Block and Acknowledgements (see notes below):	
Date Submitted for Approval:	
Approval by Approver (see notes below for relevant approver) Name: Signature: Date:	Acknowledged by DET CRC Head Office Name: Signature: Date:
DET CRC Document/Publication Reference Number (this is assigned when approved, please include in final acknowledgements as indicated in notes below): DET CRC Document 20**/** or DET CRC Presentation 20**/**	



Explanatory Notes

The following is a synopsis of key information from the DET CRC document 'Guidelines for DET CRC Reports, Publications, Theses and Presentations: Approvals and Formats'. Approval should be sought 30 days before required for reports and publications and 7 days before required for external presentations. It is not critical that presentations be in their final format, but it is vital that any IP or data being presented be clear so that approvers can ensure that no potentially commercially valuable IP or confidential data are inappropriately divulged in a public forum.

The above form should be submitted to the relevant approver and copied to DET CRC Head Office (annaporter@detcrc.com.au) along with a copy of the publication/presentation as a read-only Acrobat document. Any dispute over the decision on approval to publish will be referred to the Commercialisation Committee.

Type of Document	Circulation Once Approved	Format	Approver
Quarterly Project Report	Internal (CRC only)	Online Centric System	Project Leader approves submission Review process described below
Interim Technical Report	Internal (CRC only)	Appendix B	Project Leader, Program Leader or CEO
Final Project Report	Internal (CRC only)	Appendix B	Project Leader, Program Leader or CEO
DET CRC Annual Report	Public (but notably DIISRTE)	Prepared by CRC Head Office staff	CEO
Scientific Publication (incl. Conference Abstract)	Public	Prescribed by Journal	Program Leader or CEO
Other Publication	Public	Generally prescribed by 'Journal'	CEO
PhD Thesis	Emargoed then Public	Prescribed by University	Project Leader, Program Leader or CEO
Internal Presentation	Internal (CRC only)	Appendix C	None
External Presentation	Public	Appendix C	Program Leader or CEO

An author may not approve their own document/presentation.

Form of Acknowledgement of DET CRC in Reports, Publications, Theses

Documents should include DET CRC and institutional affiliations in the address block of authors and acknowledge DET CRC and the CRC Program in the acknowledgements as follows. If such are unacceptable to the Journal, please contact the CEO to approve a variation.

Address Block

Preferably: "Deep Exploration Technologies Cooperative Research Centre, School of Earth & Environmental Sciences, University of Adelaide"
 "Deep Exploration Technologies Cooperative Research Centre, CSIRO, Queensland Centre for Advanced Technologies, Australia"
 Or: Deep Exploration Technologies CRC, Department of Petroleum Engineering, Curtin University, Australia"

Acknowledgements

"The work has been supported by the Deep Exploration Technologies Cooperative Research Centre whose activities are funded by the Australian Government's Cooperative Research Centre Programme. This is DET CRC Document 20**/****"

DET CRC Document/Presentation Reference

A Document/Presentation reference number will be assigned upon approval.

Form of Acknowledgement of DET CRC in Presentations

Please refer to the acknowledgement slides in the template presentation.

PhD Theses

A PhD thesis may be submitted for examination in accordance with the normal procedures of the University at which the student is enrolled, provided that the:

- form for 'Approval of Reports, Publications, Theses and Presentations' has been completed;
- examiners are subject to written obligations of confidentiality;
- the thesis is embargoed for the maximum period stipulated in the University's rules unless specifically exempted from such, and;
- CEO is provided with a copy of the thesis.

It is good practice for the student researcher to inform the CEO, Program Leader and Project Leader of the impending submission, to enable the University and CRC sufficient time to implement these confidentiality requirements.

Appendix B

Format of Interim Technical Reports and Final Project Reports

Format commences overleaf and is available as a separate Word Document.



Interim Technical Report/Final Project Report

Project #: Project Title

Additional Report Title if Required

Author(s):

**Researcher X,
Deep Exploration Technologies Cooperative Research Centre, University/CSIRO
Affiliation**

**Researcher Y,
Deep Exploration Technologies Cooperative Research Centre, University/CSIRO
Affiliation**

**Researcher Z,
Deep Exploration Technologies Cooperative Research Centre, University/CSIRO
Affiliation**

Date

DET CRC Report 20/******

**Confidential: not to be distributed beyond DRT CRC Participants and Affiliates
without the consent of the CEO, DET CRC**



An Australian Government Initiative



Executive Summary	
This section of the report will be the most widely read. It is therefore important that it succinctly summarises the project's aims, results and outcomes. About a third of a page is recommended depending on the size and complexity of the project and the nature of the results. Please keep this tabulated summary to one page overall.	
Objective(s)	Result(s)
List the objectives of the research	List results against objectives
Next Step(s)	Timing
List the next step(s)	List timing against next steps
Implications for DET CRC's Strategic Goals	
How do the results relate to DET CRC's Strategic Goals for the Relevant Program (following are taken from the DET CRC's Strategic Plan)	
<ul style="list-style-type: none"> • Program 1 Drilling. Reduce the cost and environmental impact, and increase the safety, of drilling exploration holes by delivering incremental and transformational changes in drilling technology facilitated by a unique drilling research and training facility. • Program 2. Logging and Sensing. Increase the value of holes drilled by real-time down-hole or top-of-hole evaluation of intersected mineralization, detect near-misses and enable immediate follow-up drilling by real-time refinement of exploration and life-of-mine models. • Program 3. Targeting. Ensure that drill holes are placed to maximise their success and the knowledge they produce by developing new seismic and geochemical methods for exploration and integrating such into new exploration workflows in drilling, logging and sensing. 	
DET CRC's Milestones	
Insert the number and name of the relevant output milestone from the Commonwealth and/or Project Agreement	
Utilisation/Commercialisation Opportunities	
List utilisation/commercialisation opportunities that the results present.	
IP	
List any IP resulting from the research that needs protection.	
Confidentiality	
List any confidential data in the result. Note that in some cases confidential data provided by companies to CRC projects cannot be circulated even internally within CRC technical reports and only derived results may be circulated. If companies have provided confidential data please check the conditions for the provision of such.	
Approved By	
Name of person who approved the report and date of approval. Interim Technical Reports and Final Project Reports can be approved by Project Leader, Program Leader or CEO.	
Approval should be sought 30 days before required. A copy of the report should be submitted along with the 'Proforma for Approval of Reports, Publications, Theses and Presentations' to the relevant approver and copied to DET CRC Head Office (annaporter@detcrc.com.au).	

Table of Contents

Provide, on a separate page, a table of contents listing Sections and Sub-sections with page numbers.

Delete These Instructions from the Final Version

The font for DET CRC reports is Arial Narrow

14 point bold for section titles (i.e. 1.)

11 point bold for sub-titles, and sub-sub-titles (i.e. 1.1. and 1.1.1.)

11 point for text

11 point italic for Figure and Table captions (located immediately beneath Figures and Tables)

6 point italic for header and footer

Use single line spacing and left-aligned text throughout.

Additional sections and sub-sections may be inserted where required. Whether, for example, page breaks are used between sections and line breaks between sub-sections and text and related layout matters are optional, but please be consistent.

These instructions are not intended to be so exhaustive as to be restrictive for different report types, but should be followed where at all possible to give DET CRC reports a consistent look.

1. Introduction

Text.

2. Previous Research and Literature

Text.

2.1 Research and Literature Review

Text.

2.2 Gaps in Current Knowledge

Text.

2.2.1 Example of Sub-Sub-Heading

Text.

2.2.2 Example of Next Sub-Sub-Heading

Text.

3. Methodology

More text here

3.1 Example of Sub-Heading

More text here.

3.1.1 Example of Sub- Sub-Heading

More text here.

4. Results

More text here. Structure should be clear by now. Insert Sub-Headings and Sub-Sub-Headings as required.

5. Discussion

6. Conclusions and Recommendations

7. Acknowledgements

In this section, acknowledge those to whom thanks are due. Please also include the following.

"The work has been supported by the Deep Exploration Technologies Cooperative Research Centre whose activities are funded by the Australian Government's Cooperative Research Centre Programme. This is DET CRC Document 20**/****"

8. References

Insert your references here. Follow a journal style for references recognised in your field.

Appendix C Format of Internal and External Presentations

This document is available in PowerPoint format.

**Deep Exploration Technologies
Cooperative Research Centre**



Your Picture

Presentation Title
Author Name and Affiliation

Conference Title and Date if Desired




Approvals: Delete This Slide

If your presentation is to an audience including attendees external to the DET CRC then you need to submit your presentation for approval to the appropriate Approver and copied to DET CRC Head Office 7 days before the deadline for its submission/presentation.

It is not critical that presentations be in their final format, but it is vital that any IP or data being presented be clear so that approvers can ensure that no potentially commercially valuable IP or confidential data are inappropriately divulged in a public forum.

It should be submitted along with a completed version of the Proforma for Approval of Reports, Publications, Theses and Presentations.



Presentation Slides

Use this slide template for your slides.

If the logos on the bottom are interfering with an image on the slide you can remove them using "Hide Background Graphics", but please retain them where possible.



Structure Slides

You may wish to use the following slides to structure your presentation and follow that structure as you work through your talks (optional)



Title

- Content Sub-Topic A
- Content Sub-Topic B
- Content Sub-Topic C
- Content Sub-Topic D



Title

- Content Sub-Topic A
- Content Sub-Topic B
- Content Sub-Topic C
- Content Sub-Topic D



Title

- Content Sub-Topic A
- Content Sub-Topic B
- Content Sub-Topic C
- Content Sub-Topic D



Title

- Content Sub-Topic A
- Content Sub-Topic B
- Content Sub-Topic C
- Content Sub-Topic D



Title

- Content Sub-Topic A
- Content Sub-Topic B
- Content Sub-Topic C
- Content Sub-Topic D



Acknowledgements

Acknowledge here everyone you wish to note.
Please also include the following.

The work has been supported by the Deep Exploration Technologies CRC whose activities are funded by the Australian Government's CRC Programme.

This is DET CRC Presentation 20**/***

