



APPROVED

EKA Senate meeting 15/10/2025

Minutes No. 217

REGULATION

on the International Scientific and Practical Conference for Students

“INVENTIO”: MOVE THE SCIENCE

Organized by the EKA University of Applied Sciences and Alberta College

I. General provisions

1. The Regulation on the International Scientific and Practical Conference for Students (hereinafter referred to as the Regulation) organized by the EKA University of Applied Sciences (hereinafter referred to as EKA) and Alberta College (hereinafter referred to as AK) determines the procedure for organizing the scientific and practical conference for students.
2. The aim of the conference is to introduce conference participants with the results of students' research work on current theoretical and practical issues related to the knowledge acquired during their studies and its application in the acquisition of research skills.
3. Scientific research work or scientific research is the process of creating new knowledge, discoveries and even theories. Within this Regulation, research work is a summary of the results of independent research carried out by students, with a theoretical justification and description of the methodology.
4. In accordance with EKA “Regulation on Research and Artistic Activity”, the results of the research work attributable to students include:
 - 4.1. scientific papers of students;
 - 4.2. abstracts written by students for the proceedings of the Student Conference;
 - 4.3. student reports at the Student Conference;
 - 4.4. descriptions of students' creative works in the collection “Art”.
5. The participant is entitled to participate in the conference
 - 5.1. with an abstract and report in the section remotely;
 - 5.2. with an abstract and report in the section in person;
 - 5.3. with an abstract, full paper and report in the section in person;
 - 5.4. with an abstract, full paper and report in the section remotely;
 - 5.5. by submitting only an abstract, not participating with a report;
 - 5.6. by submitting an abstract and paper, not participating with a report.
6. The conference activities take place at a mutually agreed venue, which can be:
 - In person, at the premises of the EKA University of Applied Sciences, Riga, 62 Pērnavas Street;

- In person, at the premises of Alberta College, Riga, 22 Skolas Street;
 - Online, using the appropriate transmission tools.
7. The work of the EKA and AK International Scientific and Practical Conference for Students is planned in sections according to the represented study programmes. Taking into account the number of student applications, study programmes may be combined in sections.
 8. Study programme sections may be formed on the condition that at least three presenters participate in them.
 9. Separate sections for Master's degree students are formed. Their reports are evaluated by the jury separately.
 10. The jury assesses the presentations of students of creative industry programmes (“Interior Design”, “Brand Design”, “Computer Game Design”) separately.
 11. Conference sections for students studying in a foreign language are organized separately.
 12. Conference reports are published in a collection of student research papers issued by EKA and AK.
 13. Full-time and part-time bachelor’s and master’s study programme students and graduates of EKA, AK and other Latvian and foreign higher education institutions, colleges are invited to participate in the conference with their theoretical and practical research.
 14. The working languages of the conference are Latvian and English.
 15. Each conference participant (author) receives a certificate confirming their participation in the international scientific and practical conference for students.
 16. The conference is organized by its organizing committee.
 17. The members of the editorial board are responsible for the preparation and publication of the collection of scientific papers of students.
 18. The International Scientific and Practical Conference for Students is financed from the resources of the EKA and AK budgets.
 19. The International Scientific and Practical Conference for Students also tends to include entertainment components in order to make it more attractive for students, including not only scientific research and achievements, but also promoting pleasant pastime in an informal scientific environment.

II. Application procedure and submission of publications

20. Registration of participants takes place electronically by filling in the registration form.
21. Registration form (Annex 1) is completed online.
22. When completing the registration form, a short abstract of the research (Annex 2) must be submitted simultaneously, which must be sent in .doc or .docx format to the e-mail address konference@augstskola.lv, taking into account the submission deadlines published on the EKA and AK websites.
23. Students may submit the topic of their report or creative work individually or together with a group of co-authors. The students of Master's programmes shall submit their topics only individually.
24. A group of co-authors may consist of a maximum of 3 (three) students.
25. Confirmation or rejection of participation in the conference shall be sent electronically to the e-mail address indicated in the student’s application after receipt of the registration form.
26. After receiving the confirmation, the participant shall submit their scientific paper in accordance with the paper formatting requirements, if such form of participation has been selected. Formatting requirements for scientific papers are available on the EKA and AK websites (Paper template).
27. Scientific papers shall be sent to konference@augstskola.lv, subject to the submission deadlines published on the EKA and AK websites.

28. Master's programme students shall submit their papers before the final thesis defence. The final thesis is a Master's thesis, the development and defence of which is a prerequisite for conferring an academic degree.
29. The permitted forms of participation for each study programme are determined by the EKA and AK study programme directors, informing their students accordingly.

III. Organization of the conference

30. The organizing committee of the conference consists of the EKA Rector, EKA Vice-Rector for Science, Alberta College Director, EKA and AK Programme Directors, EKA and AK Student Council representatives, EKA Scientific Institution's staff, AK relevant staff, appointed by the AK Director.
31. The organizing committee is responsible for planning and organizing the conference, planning budget lines, creating a database of applications and participants' publications, forming conference sections according to the scientific themes, publishing a collection of papers electronically or in printed format, preparation of a report, including on the use of the budget and planning the budget for the following year's conference.
32. The organizing committee appoints a jury of two members for each conference section. The jury may include representatives of the academic staff from the relevant field from EKA and AK, and student representatives from EKA and AK. Each section shall have at least one representative of the academic staff.
33. The organization of the entertainment component of the conference can also involve the students of the EKA "Culture Management" programme, if this is included in their study plan as part of their study process. In this case, the students of this programme, together with the programme director, are responsible for planning the entertainment part and allocating the budget, presenting and defending the plan and budget of the event to the organizing committee.

IV. Process of the Conference

34. Participants of the conference present their report in the form of a presentation. The presentation shall be prepared using the presentation template available for download on the EKA and/or AK websites, or a template of their represented higher education institution.
35. The presentation shall contain the following elements:
 - 35.1. Information on the title of the report, its authors, scientific advisor;
 - 35.2. Research relevance;
 - 35.3. Research goal and tasks;
 - 35.4. Research question(s) or hypothesis(s);
 - 35.5. Research methodology;
 - 35.6. Research results;
 - 35.7. Research limitations;
 - 35.8. Conclusions (including recommendations in separate sections).
36. Presentations of creative works tend to have their own criteria, which are determined by the programme directors.
37. The presentation must be saved in PDF format.
38. The number of slides in a presentation shall not exceed 12 slides.
39. The maximum duration of the presentation is 10 minutes. The moderators of the section may set a different time limit.

40. Technical quality of the presentation – requirements for presentation (design, fonts, font size, etc.) shall comply with the presentation template of the EKA and AK final thesis.
41. The work of sections for students of the creative industry programmes may be organized in whole or in part in the form of an exhibition. Authors of creative works may participate in the conference with their artwork or a presentation about its creation.
42. At the end of each section, a joint discussion is held, where participants, listeners and other participants of the conference are invited to participate.

V. Evaluation, awards

43. Reports / creative works in each section are evaluated by members of the jury consisting of two people.
44. Reports are evaluated according to their compliance with the criteria, which are summarized in the evaluation sheet of student presentations (Annex 3).
45. Presentations of creative works are evaluated according to their compliance with the criteria summarized in the presentation evaluation sheet of students' creative works (Annex 4-6).
46. Each member of the jury shall complete the relevant evaluation sheet when assessing the student's report or presentation of the creative work, allocating the speaker/-s the appropriate number of points. Points are added up to get the total score.
47. Each member of the jury has the right to award additional points (maximum number of additional points is 3) if, in their opinion(s), the report or the creative work is of outstanding quality.
48. At the end of the evaluation process, each report or creative work receives its final evaluation, which is calculated as the arithmetic average of the jury members' scores.
49. The final score is entered in the evaluation protocol (Annex 7), which is signed by all members of the jury.
50. At the end of the section, the jury determines the best report or presentation based on the highest score.
51. At the end of the conference, the best speakers or presenters in each section are awarded for their research work or presentation of creative work, as well as the scientific advisors of these works.

International Scientific and Practical Conference for Students
“INVENTIO”: MOVE THE SCIENCE
ONLINE REGISTRATION FORM

Please select the language	
Name, surname	
Names, surnames of co-authors (if any)	
Information about the scientific advisor (name, surname, scientific degree, position held)	
Title of the scientific paper in Latvian	
Title of the scientific paper in English	
Author's e-mail	
Author's phone number	
Name of the represented education institution	
Study programme	
Level of study	
Study semester	
Academic year	
Form of participation	• With an abstract and report in the section remotely • With an abstract and report in the section in person • With an abstract, full paper and report in the section in person • With an abstract, full paper and report in the section remotely • I will not participate with a report, I will only submit an abstract • I will not participate with a report, I will submit an abstract and full paper
Submit the abstract form	

² The name of the institution, Study programme, e-mail address

Scientific advisor: Degree, Position Name, Surname

The length of the abstract should be approximately 200-250 words. Formatting requirements for the text of the abstract: Times New Roman font, 10 pt, justified, single line spacing. The abstract should reflect the main idea of the study. The abstract

[illegible][illegible][illegible][illegible]

Keywords: keyword; keyword. (max 5 keywords separated by semicolon)

Keywords: keyword; keyword. (max 5 keywords separated by semicolon)

Evaluation sheet of student scientific report's presentation

No.	Evaluation criterion				Evaluation*
		Does not comply (0)	Partially complies (1)	Complies (2)	
TECHNICAL REQUIREMENTS					
1.	The technical quality of the presentation complies with the requirements of the Regulation, is accurate and easy to perceive (font size, picture quality)				
SCIENTIFIC QUALITY OF THE RESEARCH					
1.	The research topic is relevant and addresses important issues in the chosen field				
2.	The research goal is clearly defined				
3.	The research tasks are clearly defined. The completion of the tasks provides for the achievement of the research goal				
4.	The chosen research methods are appropriate for achieving the research goal				
5.	The research results have practical application				
6.	The conclusions are clearly formulated and reflect the most important findings of the author(s) resulting from the study				
PRESENTATION OF RESEARCH RESULTS					
1.	The title of the study reflects its content				
2.	When presenting the research, the speaker(s) uses formal business style of language and applies professional terminology				
3.	When presenting the research, the speaker(s) does not read the slides, but uses them as aids				
4.	The presentation contains all the necessary information to fully reflect the content of the research and the results achieved				
INVOLVEMENT OF PARTICIPANTS IN DISCUSSION					
1.	The speaker is able to answer questions in a reasoned manner, demonstrating an understanding of the topic				
2.	While participating in the discussion, the speaker uses formal business style of language, and applies professional terminology				
TOTAL SCORE**:					

* The jury's evaluation for each criterion may range from "0" (does not comply) to "2" (complies).

**** Each member of the jury has the right to award additional points (maximum number of additional points is 3), if the work is of outstanding quality (see section 36 of the Regulation).**

Evaluation sheet of students' creative work presentation (for evaluating the work of students of the Art direction programme "Interior Design")

No.	Object of evaluation / criterion	Evaluation*		
		1	2	3
QUALITY OF CREATIVE WORK				
1.	Giving a form to a design solution / balance of colour and composition			
2.	Design functionality in accordance with the purpose of the concept and the tasks solved			
3.	Technical solution – the student applies the acquired knowledge according to their study level, uses the necessary software			
4.	The student offers an innovative solution in their design, according to contemporary requirements			
		Evaluation **		
		Doesn't comply (0)	Partially complies (1)	Complies (2)
QUALITY AND PRESENTATION OF DESIGN RESEARCH (if applicable)				
1.	Research goal and research question – clearly defined, relevant to the design problem and research task			
2.	Analysis of literature/context – use of current, reliable sources; justification of the link between theory and practices			
3.	Relevance of methodology – justification of the selected methods (e.g. research-through-design, user research, prototyping, etc.); quality of data collection; ethical considerations			
4.	Contribution/originality – creativity, significance for the discipline and/or practical application			
5.	Structure and quality of language – clear structure, accuracy of terminology, business communication			
6.	Presentation quality – readability of visualizations (graphs, diagrams, images, tables); clarity of slides; adherence to time limits			
INVOLVEMENT OF PARTICIPANTS IN DISCUSSION (if applicable)				
1.	Clear reasoning — goal, methods and design decisions are briefly and logically justified			
2.	Data-based responses – convincingly defends results, correctly responds to objections, refers to data/literature			
TOTAL SCORE***:				

*The jury's evaluation for each criterion may vary from "1" (lowest rating) to "3" (highest rating).

** The jury's evaluation for each criterion may vary from "0" (does not comply) to "2" (complies).

** Each member of the jury has the right to award additional points (maximum number of additional points is 3), if the work is of outstanding quality.

Annex 5

Evaluation sheet of students' creative work presentation (for evaluating the work of students of the Art direction programme "Brand Design")

No.	Object of evaluation / criterion	Evaluation*		
		1	2	3
QUALITY OF CREATIVE WORK/PRODUCT (if applicable)				
1.	Form and visual language — composition, colour system, material/UX solutions clearly support the goal and the target audience			
2.	Functionality and usability – the solution adequately fulfils the defined problem/tasks; the quality of usability is based on research results (tests/surveys)			
3.	Technical performance and feasibility – appropriate choice of software and technologies; correct prototyping/production logic, appropriate to the master's level			
4.	Innovation and contemporaneity : originality and topicality in the context of the industry; a clear value proposition (e.g. sustainability/inclusive design, if applicable)			
		Evaluation **		
		Doesn't comply (0)	Partially complies (1)	Complies (2)
QUALITY AND PRESENTATION OF THE DESIGN STUDY (if applicable)				
1.	Research goal and question – clearly defined; a direct link with the product developed			
2.	Data evidence : survey/test/measurement results are presented in a clear manner (tables/graphs), with a brief interpretation			
3.	Contribution/originality – creativity, significance for the discipline and/or practical application			
4.	Structure and quality of language – clear structure, accuracy of terminology, business communication			
5.	Conclusions and design decisions – conclusions are logically derived from data; they clearly show how they have led to product solutions			
6.	Presentation quality – readability of visualizations (graphs, diagrams, images, tables); clarity of slides; adherence to time limits			
INVOLVEMENT OF PARTICIPANTS IN DISCUSSION (if applicable)				
1.	Clear reasoning — goal, methods and design decisions are briefly and logically justified.			
2.	Data-based responses – convincingly defends results, correctly responds to objections, refers to data/literature			
TOTAL SCORE***:				

* The jury's evaluation for each criterion may vary from "1" (lowest rating) to "3" (highest rating).

** The jury's evaluation for each criterion may vary from "0" (does not comply) to "2" (complies).

** Each member of the jury has the right to award additional points (maximum number of additional points is 3), if the work is of outstanding quality.

Evaluation sheet of students' creative work presentation (for evaluating the work of students of the Art direction programme "Computer game design")

No.	Object of evaluation / criterion	Evaluation*		
		1	2	3
THE QUALITY OF THE GAME PROTOTYPE				
1.	Game idea and concept – originality, compliance with the task and target audience			
2.	Game design – visual quality, user interface, artistic design			
3.	Game mechanics – prototype functionality and logic			
4.	Technical execution – tools and technical solution used are appropriate to the study level			
5.	Teamwork – student cooperation, division of responsibilities and contribution to the result			
6.	Innovation – creative solutions or unique elements of the game are offered			
		Evaluation **		
		Doesn't comply (0)	Partially complies (1)	Complies (2)
PRESENTATION OF THE WORK				
1.	The presentation of the game prototype is prepared using the EKA/AK presentation template			
2.	When presenting their prototype, the speaker uses formal business language and professional terminology			
3.	When presenting their prototype, the speaker does not read from slides, but uses them as a support aid			
4.	The information in the presentation is easy to perceive (font size, visualization quality)			
INVOLVEMENT OF PARTICIPANTS IN DISCUSSION				
1.	The speaker is able to respond in a reasoned manner to questions, demonstrating an understanding of the topic			
2.	While participating in the discussion, the speaker uses business language and professional terminology			
TOTAL SCORE***:				

* The jury's evaluation for each criterion may vary from "1" (lowest rating) to "3" (highest rating).

** The jury's evaluation for each criterion may vary from "0" (does not comply) to "2" (complies).

** Each member of the jury has the right to award additional points (maximum number of additional points is 3), if the work is of outstanding quality(s).

International Scientific and Practical Conference for Students
“INVENTIO”: SET THE SCIENCE IN MOTION

Evaluation protocol

Section " _____ "

No.	Name of the speaker/-u	Evaluation
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		

According to the highest number of points gained, the best work of the above section is

“ _____ ”

Author(s) _____

Advisor _____

Section jury:

(signature) (name, surname) (date)

(signature) (name, surname) (date)