

## 2025 Australian Museum Eureka Prizes

### Activity summary template – Eureka Prize for Excellence in Research Software

*Delete the below instructions before submitting this document.*

#### Instructions

**1. Who must complete this template?**

- This template must be completed by the entrant or nominator preparing a submission for the Eureka Prize for Excellence in Research Software.

**2. What information must be included?**

- A statement by the entrant or nominator that provides an overview of the software development and maintenance activity (“the software activity”). Key dates (month and year) must be included to demonstrate that the activity entered has been undertaken within the required timeframes.
- To view the timeframes, conditions of entry and assessment criteria visit [australian.museum/get-involved/eureka-prizes/enter/research-software/](https://australian.museum/get-involved/eureka-prizes/enter/research-software/).

**3. Formatting guidelines**

- The ‘activity summary’ can be a maximum of two typed pages.
- Do not adjust the margins or font size of this template.

**4. Submission guidelines**

- Save the completed template as a .pdf document and upload to your online entry form.

#### Template

- **Software activity title**
- **Team contribution** (if relevant)
  - For team entries comprising of between two and six individuals, entrants must describe the contribution of each individual listed on the entry form, to the research, and explain why the Eureka Prize should be jointly awarded.
  - For team entries comprising of more than six individuals, entrants must describe the collaborative nature of the project and identify the people and/or organisations involved.
- **Background** (include key dates [month and year] where relevant).
- **Nature of entered software activity** (include key dates [month and year] where relevant).
  - Individual contribution to a multi-contributor project (e.g., pull requests) and corresponding functionality, or
  - A release (specific version) to be considered and corresponding functionality.
- **Objective/s associated with the relevant software development stages** (include key dates (month and year)).
- **A timeline of key results** with corresponding dates (month and year) including:
  - Software development activity
  - Completion of project objectives
  - Impactful use of the software