## Submission of a Special Format

Special formats include working group meetings, project groups, task forces, steering committee and technical committee meetings, as well as workshops, discussion panels, BarCamps or other formats.

## Title of the event

## Organizer

|  |
| --- |
| (Title) First name Last name |
|  |
| Institution |
|  |
| Address |
|  |
| E-mail |
|  |

## Brief description

*The short description may be omitted if this entry was made in the Online Registry in the abstract text box.*

Requirements

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Preferred day\* | Monday  Tuesday  Wednesday  Thursday | ☐  ☐  ☐  ☐ | Preferred time | 09:00 - 10:30 ☐  11:00 - 12:30 ☐  14:00 - 15:30 ☐  16:00 - 17:30 ☐  Other  \_\_\_\_\_\_\_\_ |
| Duration (hours) | 1,5 h ☐ | | 2 h ☐ | Other\*\*  \_\_\_\_\_\_\_\_ |
| Equipment | Laptop ☐ | | Projector ☐ | Other:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Expected  Number of participants  (for room size) | \_\_\_\_\_\_\_ | |  |  |
| Language | German ☐ | | English ☐ |  |
| Event type | Public ☐ | | Non-public ☐ |  |

\* If you do not have any preferences, please leave this line blank.

\*\* Please use multiples of 1.5 hours only.

We try to take your scheduling preferences into account when planning the program, but we cannot guarantee that this is always feasible.

If you have important conditions that require a day / time , e.g. guest speakers, please note this here:

## Other participants

|  |
| --- |
| (Title) First name Last name |
|  |
| Institution |
|  |
| Address |
|  |
| E-mail |
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