**Industrial Workshop Proposal**

Submission deadline: **1 December 2023**

This document is a template for all the information relevant to each Industrial Workshop to be organized within EuCAP 2024. If the proposal is accepted information from this form will be used to advertize the Industrial Workshop on the conference website and in the program book.

Please complete and submit in PDF format to ***workshops@eucap2024.org*** no later than **1 December 2023**. Please use your workshop title for the email subject line.

There are a limited number of Industrial Workshops and they will be confirmed on a first come, first served basis until the program is filled.

EuCAP 2024 will be held as an in-person event. However, in case EuCAP 2024 needs to take place partially/completely online due to the COVID-19 situation, please specify below what would be your preference for your proposed workshop:

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| **I am interested in offering the workshop online in case the COVID-19 situation does not allow a physical event** |  |
| **I am NOT interested in organizing a workshop in the case of an online conference** |  |

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| --- | --- |
| **Proposer (main point of contact)** | |
| **Name** |  |
| **Company/Organization** |  |
| **Address** |  |
| **Country** |  |
| **Email** |  |
| **Telephone** |  |

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| --- |
| Workshop title |

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| Please provide your short CV in relation to the workshop (100 words) including your photo. |

**Abstract:**

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| Abstract and motivation (100 words). |

**Workshop outline:**

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| Please describe the format for the workshop, where appropriate identifying keynote speakers from your own and other organizations, panels, invited papers, technical sessions, and so on (100 words).  We encourage you to provide a graphical abstract: enclose a high-resolution picture relevant to the workshop content (it is the responsibility of the proposer that the picture can be published on EuCAP webpage without IP violation). |

**Cost for Industrial Workshop**

Please note that the cost for Industrial Workshops is as follows:

* 90 minutes plus 2 free exhibition only passes for the day of your workshop: EUR 2,500 +VAT
* 45 minutes plus1 free exhibition only pass for the day of your workshop: EUR 1,500 +VAT

The fee includes the room rental, theatre style seating, and basic audio-visual equipment such as projector, screen, and wireless/lavalier microphone for the speaker.

Note: The opportunity for Industrial Workshop is included in some sponsorship packages which you can purchase and benefit from.

**Registration**

While it is encouraged that all speakers have full technical program registrations to have EuCAP 2024 Industrial Workshops, it is not a requirement. Speakers may participate in the Industrial Workshops using an exhibition only pass.

**Attendees**

Registrants with an exhibition only pass can attend the Industrial Workshop, allowing you to invite local customers/contacts to attend.

**Available time slots**

Please indicate the time slots you prefer for your workshop. For the final planning, we try to consider your preferences as much as possible. We will try to spread the Industrial Workshops as much as possible to avoid too many Industrial Workshops running in parallel.

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| --- | --- | --- | --- |
| **Time slot\*** | **Preferred** | **Possible**  **but not preferred** | **Not possible** |
| Mon, 18 March 2024: 14.40 - 16.20h  Mon, 18 March 2024: 16.50 - 18.30h |  |  |  |
| Tue, 19March 2024: 09.00 - 10.40h  Tue, 19 March 2024: 11.10 - 12.50h  Tue, 19March 2024: 17.00 - 18.40h |  |  |  |
| Wed, 20 March 2024: 09.00 - 10.40h  Wed, 20 March 2024: 11.10 - 12.50h  Wed, 20 March 2024: 17.00 - 18.40h |  |  |  |
| Thu, 21 March 2024: 09.00 - 10.40h  Thu, 21 March 2024: 11.10 - 12.50h  Thu, 21 March 2024: 17.00 - 18.40h |  |  |  |
| Fri, 22 March 2024 09.00 - 10.40h  Fri, 22 March 2024: 11.10 - 12.50h |  |  |  |

*\*90-minute workshops can be split into two 45-minute time slots.*

Has this Industrial Workshop or a similar one already been offered at a conference? Yes / No

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| --- |
| If yes, which conference and year, and with how many attendees? |

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| Provide any specific plans that may be considered for promoting the workshop. |