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| **Workshops/Special-Sessions Proposal Form**  **To be completed by the applicants** |

To present a workshop/special-session, please complete the following form and email it to the conference’s email address given in the contact page:

**Workshop Information**

**Abstract**

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**Objectives (Name at least five items)**

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**Workshop Presentation History (If applicable, please name the other venues in which you have held this workshop before)**

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**Table of Contents (Workshop Agenda)**

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What complementary materials (books, articles, videos, etc.) you recommend to the participants before attending this workshop?

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**Workshop Lecturer**

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| --- | --- |
| Title and institution: | Full Name: |
| E-mail: | Phone: |
| Cell Phone: | |
| Brief Bio: | |

**Colleagues Information**

|  |  |
| --- | --- |
| Colleague #1 | |
| Full Name: | Title and institution: |
| Colleague #2 | |
| Full Name: | Title and institution: |

**Session Information**

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| --- | --- | --- |
| Workshop type (theoretical/hands-on) | | Workshop estimated duration (#hrs) |
| Required Space and Facilities | | |
| Expected # of participants: | Min # of participants: | Max # of participants: |

**Participants Information**

Applicable to special invitees (companies, organizations, government, etc.)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Postal address | Fax | Phone | Title | No. |
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Workshop Prerequisites for Participation

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**Extra Remarks**

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