|  |
| --- |
| **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**

|  |
| --- |
|  |

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

|  |
| --- |
|  |

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

|  |
| --- |
|  |

**Table of Contents (Workshop Agenda)**

|  |
| --- |
|  |

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

|  |
| --- |
|  |

**Workshop Lecturer**

|  |  |
| --- | --- |
| 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**

|  |  |
| --- | --- |
| 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. |
|  |  |  |  |  |
|  |  |  |  |  |

Workshop Prerequisites for Participation

|  |
| --- |
|  |

**Extra Remarks**

|  |
| --- |
|  |