

Call For Short Courses

Proposals for Short Courses

EuCAP 2011 will host short courses on **Sunday, April 11** and **Friday, April 15** with duration of half-day or one-day. However, for organizational reasons, one-day courses could be split in two different days; therefore, one-day course proposals should be organized in such a way that this possible splitting does not harm course offering.

Proposals for short courses should be submitted electronically to EuCAP2011@realize-events.de.

The deadline for submitting a proposal is **December 3, 2010**.

The proposal should be prepared according to the guidelines indicated below.

1. Course header

- a. Course title
- b. Course type: ½ day or full day
- c. Contact person (ONE per course, independent of the number of instructors): Name, full affiliation, contact postal and email address, phone number. Please use only institutional/professional mailing and email addresses.

2. Course description

- a. Who should attend this course and why - max. ½ page
- b. Course topics, and names of instructors (if more than one - who does what) – max 1 page (1/2 page is better)
- c. Means of instruction (if different from slides). Do you plan to use a software? (If so, see below).

3. Course instructors

For **all** involved instructors, please make sure to provide

- a. Name, full institutional/professional affiliation, postal and email address, phone number
- b. Short bio (“Transaction Style”) of all instructors

4. Additional Information (optional)

Has this or a similar course already been offered at a conference? If so: What conference (and what year)? How many people attended it?

IMPORTANT NOTICE about use of proprietary/commercial software.

Use of software is often very appropriate and generally encouraged; however, care must be exercised so that this does not circumvent EUCAP policy on commercial products and their natural advertising or environment, that is, the Exhibition. Also, it is generally expected that a course instructing how to use commercial software or hardware instruments should be free of charge to registered conference participants.

If you plan to use a code that is commercial or proprietary please make sure you properly notify also the Conference General Chair.