Your way to ICCHP-AAATE22 Inclusion Forum

Further info

Following https://icchp-aaate.org/forum-22 you find info as well as links to "apply" or better: give additional information for your participation.

Before you start

- For **proposing activities** at Inclusion Forum, a **free user registration to ICCHP-AAATE22 webtool** is mandatory – you can of course use an account you created already for submitting a paper: https://icchp-aaate.org/user/register
- For **holding activities** at Inclusion Forum, **a full registration to ICCHP-AAATE 22 conference** is mandatory (done via your user area).
- The **deadline** for announcing your participation and finishing your registration to the conference, the deadline **is June 1, 2022**. However - **the earlier you register, the more freedom** we have to allocate your slot to a specific date / time as these are allocated on a **first come first serve basis**.
- In case you offer a **closed activity** (e.g. a workshop/Seminar/session/meeting for a specific user group you bring and that is not open to all registered ICCHP-AAATE participants), we will have to **account for the room and amenities** (self cost price). From **every participant NOT registered** to ICCHP-AAATE 22 **we will invoice 20€** (following the participation list you provide)
- **Activities open to all registered ICCHP-AAATE participants are free of charge for you** (upon your own registration).
- Once you decided for an activity and entered all info in the designated form, we will get in touch and inform you on possible issues and discuss all further steps with you by eMail.
- **Combinations of different activities** are **possible** upon availability of timeslots and space (first come first serve rule)
- **After all arrangements** are made, we will ask you to enter a **title and short abstract** (max 2000 signs including spaces) and some additional info of your inclusion forum activity **into ICCHP-AAATE webtool**. We will use this info for the **official programme** of ICCHP-AAATE as well as in the **Book of Abstracts** - so choose your info wisely :)

Willkommen, bienvenue, welcome – Benvenuti to your opportunities @ICCHP-AAATE22!

Educational Sessions

Educational sessions (with **clear learning outcomes** and a fixed program) fit e.g. **hands on project and product presentations and dissemination activities / multiplier events**. You can invite other speakers and presenters (rules might apply, see above). You get a **fixed room and a timeslot of about 1 - 1:30 hrs** depending on availability and your plans.. Of course, you will be part of the ICCHP program (section on educational sessions) and can give already all possible needs. More info and application form to collect further info from you: https://www.icchp-aaate.org/educational-session-proposal - You need to be logged in to ICCHP-AAATE webtool in order to be able to see and fill in this form.

Policy sessions

Policy session follow a **more discussion and consensus finding focus**, e.g. **panel discussions to collect feedback or present** a very special aspect of your **work that is not so much hands on based**. You can again invite other speakers and presenter, even your own keynote will be possible (rules might apply, see above). You get a **fixed room and a timeslot of about 1 - 1:30 hours** depending on availability and your plans.. Of course, you will be part of the ICCHP program (section on policy sessions) and can give already all possible needs. More info and application form to collect further info from you: https://www.icchp-aaate.org/policy-session-proposal - You need to be logged in to ICCHP-AAATE webtool in order to be able to see and fill in this form.

Innovation Area Activities

The Innovation Area is THE place for all **shorter, less formal more stand-up like activities** and **perfect for posters (project based and others), products and prototypes as well as demonstrations of services** that you want to highlight and present to a wider public!
Please note: Companies are only invited to present 2 products/services altogether at ICCHP-AAATE22, no matter in what context / activity!

These activities will **last about 20 minutes and will take place two times on one specific day** (subject to availability of slots and on a first come-first serve base of proposals coming in). We will do our best to implement some parts of the Innovation Area in a style more connected to an Innovation "Arena" and **connection to a coffee or lunch break in order to raise your visibility to the max**! This activity is best for short "typical" presentations or demonstrations of products and services. For posters and project outcomes, **we discuss to have fixed, timed Poster Session Slots in a dedicated area** where you will have the possibility to discuss and present your work interactively with/to our delegates. You need to **bring your poster(s) yourself** (no printout on site, no sending of sources etc) and posters sized up to a **max of DIN A0 (84,1 x 118,9 cm, portrait)** are appropriate. Make sure you follow basic principles of accessibility and usability (readability, legibility) and a good amount of self-explanatory giid visible content. Find more info and the application form to collect further info from you: https://www.icchp-aaate.org/innovation-area-overview - You need to be logged in to ICCHP-AAATE webtool in order to be able to see and fill in this form.

We look forward to working with you on all the activities perfectly tailored to your needs and wishes!

Warm regards,

Andrea Petz

For the Inclusion Forum Committee.