

## **Marketplaces – reservation/application for presentation space**

**Deadline: 28<sup>th</sup> August 2015**

Marketplaces are designated sessions within the framework of the ENOTHE annual meeting aimed at promoting collaboration within and between occupational therapy education, research and organisations. Sessions will be timed to coincide with breaks in the programme so that delegates can visit and engage with presenters on a drop-in basis.

Please see the ENOTHE website for more information.

You may apply to reserve space and furniture by sending this form to:

[enothe@yorks.ac.uk](mailto:enothe@yorks.ac.uk)

Confirmation of your reservation may be useful when applying for funding to attend the annual meeting.

How to present:

Presenters may consider different formats for their presentation. For example:

- Wall display or poster only
- Wall display and table with information/fliers etc...
- Wall display and discussion group
- Discussion group only (with laptop/material on the table)
- Discussion group with whiteboard/flip-over for brainstorming
- Other creative forms

**IMPORTANT:**

Presenters must provide their own display equipment (laptops, beamers, projectors etc...).

The organisers will provide electrical outlets.

**PLEASE NOTE:**

Some areas at the marketplace sessions for informal or spontaneous discussions to air ideas and proposals that may arise as a result of participating in other sessions during the meeting.

## ENOTHE 2015: Marketplaces - application/reservation form

IMPORTANT: Separate applications for each presentation/reservation.

Name:
Organisation:
Address:
Telephone
e-mail:
Which market place is this presentation intended for: <ul style="list-style-type: none"> <li>• Education <input type="checkbox"/></li> <li>• Research <input type="checkbox"/></li> <li>• Organisations <input type="checkbox"/></li> </ul>
Working title and brief description of the content and aim of the presentation:
Do you require wall/poster display space? <ul style="list-style-type: none"> <li>• NO <input type="checkbox"/></li> <li>• Yes single poster (70 x 100) <input type="checkbox"/></li> <li>• Yes large/double poster (140 x 100) <input type="checkbox"/></li> </ul>
Do you require tables for displays or discussion groups? One table (60X120) <ul style="list-style-type: none"> <li>• NO</li> <li>• YES</li> </ul>
Do you require chairs? How many (max 6)?
Electrical outlets. How many items of equipment will you require outlets for (max 2).
Do you need other items (subject to availability)? <ul style="list-style-type: none"> <li>• Whiteboard <input type="checkbox"/></li> <li>• Flip-over <input type="checkbox"/></li> <li>• Noticeboard <input type="checkbox"/></li> <li>• Internet connection <input type="checkbox"/></li> </ul>

Please contact the organisers if you have questions or other needs regarding your presentation:

[enothe@yorks.ac.uk](mailto:enothe@yorks.ac.uk)

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