

Workshop Proposal Form, ICSB2010, Edinburgh.

Items in the bold box must be completed.

Workshop title	
Organiser name	
Organiser email	
Organiser phone	
Has this workshop run previously at an ICSB, if so how often?	
Proposed duration	
Request workshop extension to 16 Oct 2010?	
Estimated number of participants	
Style of seating (delete as required)	theatre, classroom (with desks), boardroom
AV requirements (delete as required or add below)	<u>AV requirements must be confirmed with Congrex</u> Data projector; two data projectors; PC; Mac;
Other AV requirements (please specify)	
Any internet other than venue's wireless?	
Number of poster boards, or 'none'	
Outline Catering requirements	<u>Catering requirements must be confirmed with Congrex</u>
Number of coffee/tea breaks	
Lunch	
Other requirements (e.g. wine reception):	

Please email the completed form to Andrew.Millar@ed.ac.uk with "ICSB2010 workshop" in the Subject line. Please ensure that you receive an acknowledgement of receipt to avoid email filtering errors.