# Template for call for workshops:

Please fill out this form and send it to [learningday@iaspbl.aau.dk](mailto:learningday@iaspbl.aau.dk).

The deadline is Friday 31st of January 2025

All submitted workshop proposals will receive feedback no later than 3rd of March 2025.

|  |  |
| --- | --- |
| Name |  |
| Department |  |
| Chosen language (English or Danish) |  |

**Venue**

Please indicate where you want to facilitate your workshop:

|  |  |
| --- | --- |
| Aalborg |  |
| Copenhagen |  |
| Esbjerg |  |

**Format and content**

|  |  |
| --- | --- |
| Title of your workshop: |  |
| Programme text for participants (max 200 characters): |  |
| Abstract of the workshop (max 2000 characters): |  |
| What are the specific takeaways you expect the participants to gain by participating in the workshop? (max 200 characters) |  |
| Is there a maximum number of participants for your workshop? If not leave this blank." *Please note that we have set the minimum number of enlisted participants to 8 participants.* |  |

**Special requirements**

|  |  |
| --- | --- |
| Do you have special requirements regarding your workshop (e.g., table set-up, printed materials, flip overs, pens, projector, or other things)?  If so, please elaborate here: |  |
| Do you have material for your participants to take home (e.g. flyer, materials etc.)?  If so, please elaborate here: |  |