



Industrial Symposium

The main objective of an industrial symposium or workshop is the communication of scientific material to enhance the knowledge of attendees.

How to Apply

Please indicate your preferred date, time and room size. The titles, name of chairperson and speakers must be submitted by 11th of April 2018 to be approved by the Chairperson of the ESA Scientific Committee, who is responsible for controlling the scientific content of the symposia. The details will only be added to the on-line congress programme after approval is confirmed.

Please note that it is strictly forbidden to hold satellite symposia or workshops, or other formal gatherings in venues in Copenhagen other than the congress centre between 2-4 June 2018.

Symposium Hall Set-up

- Theatre style
- Projector and screen
- Basic PA system
- 1 speaker's lectern, 1 microphone, electronic speaker's name display
- Stage with 1 table, 4 chairs, 2 table microphones, preview screen
- Presentations displayed through central system.

If your symposium requires a different set-up, please contact ESA to discuss. All costs related to a different set-up will be invoiced directly to the symposium organizer.

Costs are indicated on the booking form in the Exhibitor Only Area.

To receive the password for to the Exhibitor Only Area please contact: exhibition@esahq.org

Timing

The morning academic sessions finish at 12:00. Organisers will be able to access the room from 12:00 to prepare the set-up for their session but are requested to allow time for delegates to leave the room before allowing new participants to enter. The symposium must be scheduled to finish by 13:45 at the latest to allow time for the room to be cleared and reset for the afternoon session which begins at 14:00 sharp.

Symposium Promotion

- Listed in Final Programme and on the Euroanaesthesia 2018 website
- One page advert in Final Programme
- Onsite promotion by ESA



Speakers Information

To ensure correct slide projection during your symposium, all speakers must submit their presentation to the technicians in the onsite faculty room at least 4 hours before the symposium.

A full delegate registration badge will be required if any of your speakers would like to attend other sessions during the congress. A visitor's badge will be provided upon request for speakers only attending the congress to speak at your event.

AV supplier – Martin Bang

- Any extras to be ordered via the contact person below

Contact Person :

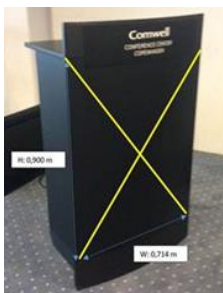
Martin Bang

Email: mbang@bellacenter.dk

Deadline to order extra AV: May 15th. After that date a late order fee will be charged and all will be based on availability of the equipment as of that date

Lecterns

Black lectern:



Available in:

- Auditorium 10/11
- Auditorium 12
- Auditorium 15
- Yellow Room 1
- Yellow Room 2
- Orange Room 2

Grey lectern:



Available in:

- Red Room 1
- Red Room 2



Electronic lectern:



Available in:

- Hall A1
- Hall A3
- Blue Room
- Turquoise Room
- Green Room
- Purple Room
- Lilac Room

Head Table: 2 tables per room + 4 chairs on stage

To customize the panels and lectern please contact the Bella Center directly.
Contact email: esameeting@bellacenter.dk