# Information for speakers

## Presentation

* You can choose between German and English as language for your talk.
* The presentation slides should be in English!
* Please bring your presentation on an USB stick.
* For a smooth run, please be at the latest 15 minutes before your talk in the conference room and check before the session if your presentation works fine.
* Mode of your presentation (**please choose in the questionnaire form below**):
  + Common  
    This mode is recommended if you want to get experience in giving a talk. The duration of your presentation should be 18-20 minutes, which is followed by around 5 minutes of professional discussion.
  + Advanced  
    For 4 presentations we offer the chance for a speed talk (elevator pitch). This mode is recommended if you already have experience in giving talks and you would like to challenge / further improve your presentation skills.   
    In this case, the duration of your presentation shouldn’t take more than 12 minutes, however with the aim to communicate the same information, as in the case of a “common mode” talk.   
    The talk is followed by a professional discussion of about 3 minutes.   
    After screening all questionnaires and abstracts, you will be informed if your contribution was accepted for the advanced mode.

## Poster

* Please prepare your poster in English, print it in A0 portrait format and bring it to the organization team until 21st of July 2020, 9 pm. (you can find us at the symposium).

## Publication

* **Please confirm or withdraw a publication in the questionnaire form below.**
* If you agree, your abstract and presentation slides / poster will be published on the webpage of the GfT – Gesellschaft für Tribologie e.V.
* Further, if you agree, your abstract and presentation slides / poster will be spend via USB stick to the attendees of the symposium.
* Please generate your publication as .pdf-file.

Speakers questionnaire

With answering the following questions, you have the possibility to introduce yourself and your presentation to the auditorium. Further, at “confirmation for publishing” you can give permission for publishing your abstract and / or presentation slides / poster.

Please send the filled questionnaire as well as the abstract page until 1st of June 2020 to [info@junge-tribologen.de](mailto:info@junge-tribologen.de).

|  |  |  |  |
| --- | --- | --- | --- |
| first name, surname |  | | |
| title, degree |  | | |
| student | 🞏 yes | 🞏 no | |
| company, institute, … |  | | |
| supervisor |  | | |
| main focus of work / research |  | | |
| educational background |  | | |
| membership (GfT, …) |  | | |
| contact details  (email, company address) |  | | |
| invoice address |  | | |
| your hobbies |  | | |
| title of publication |  | | |
| kind of work (thesis, scientific project, dissertation,…) |  | | |
| mode of presentation | 🞏 common | | 🞏 advanced |
| confirmation for publishing | 🞏 abstract | | |
| 🞏 presentation / poster | | |
| 🞏 both, abstract and presentation / poster | | |
| contribution to special issue | 🞏 yes | | 🞏 no |

|  |
| --- |
| Title |
| Name  Company / University |
| mail contact |
| abstract with maximum 200 words |