



Going Places!

Estrel Hotel and Convention Center
Berlin, Germany
February 29 to March 2, 2008



Presentation Proposal

Please complete this form and send it (by post, fax or email) to:

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Name and job title:

School name & city:

Contact details:

Telephone:

Fax:

email:

Session title:

Length of session (45 minutes/90 minutes):

Target audience (Elementary / Middle & High School / K-12):

Session description:

Schedule:

- Considering your flight schedule, would you be available to present on Sunday?
- Would you be willing to repeat your presentation, if needed?

Computer requirements: (Check the boxes that apply)

<input type="checkbox"/>	I am bringing a laptop
<input type="checkbox"/>	I will need a computer
<input type="checkbox"/>	I need a projection system
<input type="checkbox"/>	Other (please detail below)

Audio-Visual requirements:

Other requirements:

Please note:

- **Please complete a separate form for each session proposed.**
- **Electricity is 220 volts.**
- **We shall be pleased to post your handout/s on the conference website, or provide links to your own site, so that participants can print their own copies in advance and bring them along [please use .doc (Word), .pdf (Adobe Acrobat) or .rtf (rich text format)]. Otherwise please print and bring your own handouts: there is no possibility of copying large amounts at the hotel.**
- **We will inform you as soon as we can if we cannot fulfill your requirements.**