



GUIDELINES FOR WORKSHOPS

We invite proposals for workshops to be presented at the 2019 ATBC annual meeting that will be held in Antananarivo. These workshops are sessions open to all attendees and for conveying specific knowledge or skills. While scientific sessions are for presentation of formal research talks, workshops are meant to be interactive and can include extended discussions, hands-on training, and directed by one or several organizers/presenters.

Each workshop proposal (maximum 3 pages) must include the indicated elements. *(Please follow in submitted proposals the order of headers below).*

Proposal format

- Title
- Lead Organizer (name, affiliation, and email - this person will be the point of contact for ATBC - Local Organization Committee)
- Co-organizers (names, affiliations, and emails)
- Primary aim(s) of the workshop (1-3 sentences)
- Short background and justification (up to 200 words)
- Potential leaders / trainers (names, affiliations and emails)
- A short biography of the leaders / trainers (up to 200 words)
- Anticipated maximum number of participants
- Planned format of the workshop, including: (i) duration of the workshop and tentative schedule, (ii) preferred day/time of workshop, and (iii) room set-up (lecture or round-table style)
- Associated website address associated with the workshop (if available)
- Food and beverage requests
- Anticipated equipment needs (projector, screen or other equipment)
- Funding: Do you have funding to pay for any cost related to this workshop? What is the source of the funding? What expenses would it cover, and for what amount? Will participants have to pay a workshop fee, and how much?
- Are there any other sessions that you are aware of at the meeting that might pose a conflict for this workshop?
- Is there a session (symposia, contributed oral presentation / poster sessions, business meeting or mixer) that this session is intended to immediately precede or follow?

Timeline

Deadline for proposal submission	10 January 2019
Notification of proposal acceptance	20 February 2019
Deadline for abstract submission	20 March 2019
Notification of abstract acceptance	15 April 2019
Deadline for organizers/presenters to register for meeting	15 May 2019
Notification of scheduling (session date and time)	21 June 2019

Finalized session information will be available in the program that will be posted on the ATBC website.





56th Annual meeting of the Association for Tropical Biology and Conservation

Tropical Biology & Sustainable Development

📅 July 30 - August 3 📍 Antananarivo 🌐 atbc2019.org

Proposal Submission

Proposals should be submitted as WORD or PDF documents to activities@atbc2019.org

At the same time, please send the proposals to the following addresses:

- Scientific secretary: Dr. Onja Hariveloniaina Morilline Razanamaro: onjarh@gmail.com
- Scientific program chair: Dr. Daniel Rakotondravony: rakotondravony.daniel@gmail.com
- Scientific program co-chair: Dr. Steven Goodman: sgoodman@fieldmuseum.org

