

SUBMISSION GUIDELINES FOR PROFESSIONAL EXPERT CONTRIBUTION

IMPORTANT INFORMATION

As professional expert contributions represent an important innovative aspect brought forward by this conference, please read carefully what follows:

- Professional experts will have to make a PowerPoint presentation during the conference (mandatory) which is going to be published in the conference proceedings in electronic form and distributed to delegates.
- If professional experts wish to compete for the **Best Professional Expert Contribution Award** (a minimum of 5 professional expert contributions is required to compete for that award), they should write few lines aiming at illustrating by practical examples the theme of the conference. Specific practical projects, solutions, best practices will be covered by such contributions. This short text will be published in the conference proceedings instead of the PowerPoint presentations.
- **Best professional expert contribution paper** will be competitively selected according to criteria of applicability, innovation and development, and authors will be acknowledged with a prize and certificate.

I – PowerPoint presentation

The PowerPoint presentation should not exceed 15-20 minutes and will be followed by a 10-15 minute discussion.

Based on practical examples (case study, best practice, solutions, etc), this presentation should put forward a professional expert vision, and illustrate direct implications in the industry.

Please note that if you intend not to compete for the best professional expert contribution award, your PowerPoint presentation will be published in the conference proceedings.

II- Best Professional Expert Contribution Award

If you intend to compete for the best professional expert contribution award, please meet the following requirements:

- 1- The professional expert contribution (typed Times New Roman 12 and single-spaced) should not exceed 2 pages
- 2 - The first page should include the following information:

a- Title of the contribution

b- Authors' information (according to the following order)

First name & Surname, Title

Function

Name of the Institution/Department

Address

Telephone number

Fax number

E-mail address

c- Abstract which should not exceed 400 characters (including spaces)

3 - The second page should start with the title of the contribution followed by the corresponding text

4 - Add * after the name of the corresponding author

5 - The professional expert contribution should be sent exclusively by e-mail to both of the following addresses: lhr@ehl.ch and joechen@indiana.edu

7- The submission deadline for professional expert contribution is **21st March 2011**

8- At least one of the authors must register for and make the presentation at the conference