**PANEL INFORMATION FORM**

|  |  |
| --- | --- |
| **PANEL TITLE** |  |
| **Panel Convenor 1**  **Name/Surname/Affiliation/email** |  |
| **Panel Convenor 2**  **Name/Surname/Affiliation/email** |  |
| **Panel Convenor 3**  **Name/Surname/Affiliation/email** |  |

|  |  |  |
| --- | --- | --- |
| **Session 1** | | |
| **Chair (Name/surname):** | | |
| **Speaker 1** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |
| **Speaker 2** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |
| **Speaker 3** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |
| **Speaker 4** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |
| **Session 2** | | |
| **Chair (Name/surname):** | | |
| **Speaker 5** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |
| **Speaker 6** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |
| **Speaker 7** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |
| **Speaker 8** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |
| **Speaker 9** | Name/Surname |  |
|  | Affiliation/Email |  |
|  | Paper Title |  |
|  | Paper Abstract |  |
|  |  |  |

**NOTES**

1. Please keep the length of the paper abstracts as close as possible to the suggested length of 200-250 words.
2. Duplicate the above session templates as many times as you need to include all your panel’s sessions and participants.
3. Keep a continuous count of the speakers to allow immediate calculation of the total.