



## Guidance for Satellite Events Proposers

The Programme and Organising Committee of the ENRIO2025 Congress invites proposals for Satellite Events, aiming to enrich the conference program, attract a wider audience, and enhance inclusivity.

The Satellite Events could vary in length from 1.5- hours to half- or full-day events and will take place at the conference venue on 22 September before the main ENRIO2025. Their main focus will be on topics that are not specifically covered in the main conference programme and/or enable thematic discussions among different stakeholders. We also encourage proposals that facilitate the sharing of the latest findings and highlights from EU projects and/or networking among EU project collaborators to foster on-going research. Events may offer training on responsible conduct of research; or be designed to advance research integrity policies and good research practices, among others.

When proposing a Satellite Event, please include the following information:

1. **Title:** Full title and – if available – its acronym.
2. **Organisers' Affiliation:** Organiser name(s), affiliation(s), address(es), and email(s).
3. **Duration/Type:** 1.5 hour, half or full day event.
4. **Type** of Satellite event (Round Table, Workshop,...)
5. The **rationale and motivation** for the Satellite Event and an outline of the **program**
6. **Target groups of the event**
7. **Expected number of attendees**
8. **Specific requirements (e.g. technical)**

Your application should be no more than 500 words and must be submitted by the 15 April 2025 via email to [congress2025@enrio.eu](mailto:congress2025@enrio.eu). It will be reviewed by the Programme and Organising Committee and ENRIO Board, who may approve your proposal, reject it or ask you to address queries or make changes. You will be contacted in due course, and as soon as the decision has been made, by 15 May 2025 at the latest.

Please note that the different levels of support and capacity for the event and the associated costs should be agreed upon with the local organising committee. Costs related to a satellite event include rental of the conference room, staff support (if needed) and the cost of refreshments and/or lunch breaks (if applicable) based on an estimate of the number of participants.

All events will benefit from free advertising on the ENRIO2025 website. On request, the programme of a satellite event can be archived and included in the Book of Abstracts, which will be available with free access.