



20-21 October 2020
Berlin, Germany

Speaker Submission Form

Please return this form to info@exo-berlin.de

You can print and fill out this paper application form by hand as well, but we recommend using an application form filled online whenever possible. This will facilitate and speed up application handling process. [Online Application Form >>](#)

Please indicate your application type

- Developer/Researcher/Academia** (Free of charge) **Exhibitor** (Speakers will be charged 400,-€ for up to 30 minute presentation)
- Other** (Speakers will be charged 800,-€ for up to 30 minute presentation)

Presentation length (in minutes)

Suggested topic categories

- Exoskeleton and Human Augmentation Systems** **3RD-ARM Track: Assistive Robotic Manipulator (Arm)**

Title of presentation (will be published on the event website)

Please indicate an internet source (link to a video clip or a webpage) that represents the presentation proposal

Brief summary/description of presentation (120 words max)

I want to apply for free guest tickets to invite people to attend my presentation.

A free guest ticket allowing the invitee entry to the show without paying admission fee.

Speaker information

Name

Prof. Ms.

Dr. Mr.

Company/Organization (will be published on the event website)

Primary email (Please make sure that you provide a valid email address, this is the default method we communicate with you)

Website

Country

VAT ID No. (for EU paying speakers only)

Add a message (optional)

/All prices exclude 19% VAT.

/By submitting a proposal, you accept the Proposal Submission Guidelines of EXO Berlin 2020 and agree to comply with them.

The information above can be downloaded from www.exo-berlin.de/download

Date

Signature



Speaker Submission Guidelines 2020

The conference aims to bring together academia and industries to exchange visions and ideas in the state of the art and practice of exoskeleton and human augmentation technologies. We invite you to share your scientific findings, newest research projects, as well as industry and line-of-business solutions.

Conference Date, Time & Venue

- Tuesday, 20 October 2020: from 10:00 to 18:00
- Wednesday, 21 October 2020: from 10:00 to 17:00
- Adlershof con.vent. Rudower Chaussee 17, 12489 Berlin, Germany.

* Be aware that the start and end times are tentative. Check back for updates before the event.

Language

Conference language is English.

Speaker rates & Rules

Developer/Researcher/Academia	Free of charge
Exhibitor	Speakers will be charged 400,-€ for up to 30 minute presentation
Other	Speakers will be charged 800,-€ for up to 30 minute presentation

* Prices exclude 19% VAT.

- There is no fee to submit a proposal.
- The duration of most presentations is 15-30 minutes, including time for a question and answer period. EXO Berlin reserves the sole right to adjust the length of each session and/or slot in the best interest of the entire program.
- EXO Berlin reserves the sole right to accept or reject any proposal received without liability.
- EXO Berlin does not pay for a speaking fee. Accommodation, travel costs and any other expenses are the responsibility of the speaker.

Free admission

- Approved speakers receive free access to the conference and exhibition.
- Approved speakers can apply for guest tickets to invite audiences by offering them free admission.

Completing your submission

1. You can print and fill out the paper application form by hand as well, but we recommend using an application form filled online whenever possible. This will facilitate and speed up application handling process.
2. Provide a 120-word maximum abstract and an image upto W800 x H600 pixels that represent the presentation. These will be published on the homepage of EXO Berlin.
3. Indicate an internet source (link to a video clip or a webpage) that represents the speaking proposal. This is referential to the review of the application.

Deadline

There is no formal deadline for speaker submissions, the submissions will be closed once all the speaking slots have been filled out. We encourage all applicants to submit as early as possible.

Proposal selection criteria

All proposals will be evaluated on the following criteria:

- Current, timely nature of the topic.
- Originality of material.
- Relevance and importance of topic.
- Practical application of materials.

Notifications

If you are selected to speak at the event, you will be notified approximately 6-8 weeks prior to event.

On-site technical support

A projector, sound system, microphone and laptop connection will be provided free of charge in the conference hall. Speakers need to bring with themselves everything for their presentation, such as hardware, software, PCs, etc. The speaker is responsible for the equipment setup and removing all demo materials from the area after the presentation.

Program changes

EXO Berlin reserves the right to postpone or cancel an event, to change the location of an event or to alter the advertised speakers for an event. EXO Berlin is not responsible for any loss or damage as a result of substitution, alteration, postponement, or cancellation of an event due to causes beyond its control including without limitation, acts of God, natural disasters, sabotage, accident, trade or industrial disputes, terrorism, or hostilities.

Speaker cancellation & substitution

Please do not submit an abstract "just in case." Before submitting an abstract, you should be reasonably confident that you will attend the meeting and make the presentation as scheduled.

If you are unable to present and need to send a replacement author, please inform EXO Berlin no less than 40 days prior to the conference opening date.

The replacement author must be approved by the Organizer. EXO Berlin reserves the right to alter or modify the advertised speakers and/or topics if necessary without any liability to you whatsoever

Intellectual property and ownership of presentation materials

Presentations should consist only of the speaker's original work, and it should not violate any proprietary or personal rights of others (including any copyright, trademark and privacy rights), is factually accurate, and contains nothing defamatory or otherwise unlawful. The speaker will be the sole copyright holder of the presentation, or that he or she has obtained all necessary permissions or licenses from any persons or organizations whose material is included or used in his or her presentation.

Permission to photograph and record

Speakers agree that EXO Berlin may make audio and video recordings of Speaker's performance and include all or portions of such recordings or photography in promotional media publications. Speakers agree that photographs, video, or recordings made by EXO Berlin will be used for commercial promotional purposes in any manner. Speakers will not be compensated and agree to allow EXO Berlin to use indefinitely any and all photographs, video and audio recording royalty-free.

By submitting a speaking proposal, you accept this Speaker Submission Guidelines and agree to comply with them.

Questions?

Send all your questions to info@exo-berlin.de .