

## Information for Panels and Workshops

### *General*

- The Festival will be held from April 1st to 3rd 2016. The hours for panels are: Friday: 5:00 PM to approximately 2:00 AM, Saturday: 10:00 AM to 2:00 AM and Sunday: 10:00 AM to 5:00 PM.
- The 16+ and 18+ panels are screened at the discretion of the Festival.
- The Festival reserves the right to refuse some panels/workshops at its discretion.
- Each panel/workshop can have up to three panelists/workshop holders named in the form and be refunded. More people can assist, but their participation will not count in the refund policy.
- Each panel/workshop is separated by a short 15 minute break to let the next person set up or uninstall the space.
- A table and four chairs will be available at the front of the room for the panelists.
- The panelists are required to bring their own computer if they need one.
- Festival Nadeshicon cannot give internet access. Université Laval students are required to plan alternative options in case of unforeseen internet lag.
- The panelist can request a 5\$ refund if he (she) does one panel during the festival.
- The panelist can request a 10\$ refund if he (she) does two hour of panel and (or) Workshop during the festival.
- The panelist will have a full refund of the badge if he (she) does at least three hour of panel and (or) Workshop during the weekend.

### *Panel*

- A panel is a small conference given by one or many amateurs that have acquired a certain expertise in a given subject.
- A panel lasts 45 minutes.

### *Workshop*

- A workshop is given by one or many amateurs or professionals, which have a goal to teach the public a specific art. Examples are photography, calligraphy, origami, Japanese cuisine, etc.
- A workshop lasts at least one hour and forty-five minutes, approximately two time slots.
- If the workshop requires material (receipt required) :
  - The entry cost cannot be higher than five dollars per participant if a fee is required. This must be noted in the registration of the workshop.
  - The workshop holder can pay all the costs himself and ask the participants to give a voluntary contribution.

By signing this form, you agree to be present at the hours transmitted to you. You are required to hold your panel/workshop for the planned time of your activity.

**Signature :** \_\_\_\_\_

**Date :** \_\_\_\_\_

**Panelists' Form**

First name, Last name:

E-mail:


Have you given or participated in a panel/workshop before?  Yes  No

As a panelist  or a spectator  ?

If so, where?

All panelists are at least 18 years old ? Yes  No

Do we have your permission for your panel to be filmed and broadcasted live at Nadeshicon?

Yes  No

Can we broadcast your panel on the WEB ? Yes  No

**Panel/Workshop's Presentation**

Panel  or workshop

Panel/workshop title:

Target audience: General  16+  18+

Language: French  English  Bilingual

Description of the content (in a few lines)

**Material required:**

Projector  Audio System  White Board  Others:

\* If you use a MAC, be aware that we do NOT provide MAC-VGA adapter.

**Special needs:**

**Unavailabilities**

When are you NOT available during the festival? (hours or specific activities)

Note: **Nadeshicon** reserves itself the right to assign you at hours other than those preferred by you, depending on the needs of the festival.

**Signature :** \_\_\_\_\_

**Date :** \_\_\_\_\_