



IFEAT 2020 Berlin – 11th to 15th October 2020

CALL FOR PAPERS

About the Conference

The Annual IFEAT Conference will take place from **11th to 15th October 2020** in Berlin, Germany. The theme for Berlin in 2020 is **Trade. Tradition. Modern Spirit.**

Berlin is a city of culture, politics, media and science. Its economy is based on high-tech firms and the service sector, encompassing a diverse range of creative industries, research facilities, media corporations and convention venues. Significant industries also include IT, pharmaceuticals, biomedical engineering, clean tech, biotechnology, construction and electronics.

Of specific interest for Conference are topics or new developments regarding:

- Aromatic agricultural practice: developments and challenges, past, present, future; organic farming with a focus on organic production, markets and pesticide issues.
- Essential oils: production, developments, emerging markets and fields of application.
- Papers on aroma chemicals and developments/aspects of the German F&F industry as well as natural chemicals in Europe.
- Legislative and regulatory developments.
- Presentations on sustainability initiatives, best practises and lessons learnt.
- Aromatherapy and science.
- Biotech developments and issues.

Presentation Proposal/Abstract

We invite you to submit an abstract of what you propose to present at the Berlin conference.

Presentation proposals accepted include scientific, technical, commercial or economic papers, lectures, workshops and panel discussions with experts.

Presentations will be a maximum of 25 minutes (plus five minutes question time). You may submit more than one proposal but a maximum of three.

Examples of previous papers are available upon request, or for Members logged in to the IFEAT website at: <https://ifeat.org/publications/conference-proceedings/>



Please outline how you will ensure that your presentation is engaging, informative, educational and relevant to the F&F industry audience. Please note, **you may not advertise or promote your company/organisation's products or services in your presentation.**

Abstract Proposal Due – no later than Friday 27th March 2020

Please submit your abstract proposal, speaker biography and head and shoulders photograph by 27th March 2020, to: **Tina Carne**, IFEAT Conference Programme Manager, by email to tina.carne@ifeat.org

Your proposal will then be put forward for consideration by the Berlin Conference Committee. You will be informed of their decision by **Friday 24th April 2020.**

Please supply:

- **Your abstract (maximum 500 words)** - an outline of the topic of your presentation.
- Your abstract should say why your presentation/paper is relevant to the F&F industry and to the 2020 Berlin Conference.
- Any relevant qualitative and quantitative data to support your presentation.
- How your presentation/paper ties in with the theme of the conference.
- **A short biography of yourself** (a paragraph max 150 words but not a CV).
- Details of other speaking engagements you have had (if any).
- Your contact details; name, company, address, email, phone & website.
- **A colour head and shoulders photograph.**

Successful papers

PowerPoint presentation materials due – by Friday 4th September 2020

If you are successful, we will ask you to send the final version of your presentation in PowerPoint as a 16:9 format slideshow. Please send via email to tina.carne@ifeat.org **no later than Friday 4th September 2020.**

You will also need to supply the speech that goes along with your presentation by **no later than Friday 18th September 2020.**

If your file is large or contains video, please use a document transfer service such as DropBox or www.wetransfer.com and please also send any video files separately. We would also request that you bring all presentation materials on a USB drive by way of a back up with you to the conference.

Please note: To avoid the risk of any technical problems, speakers will not be able to use their own computer but must use the equipment provided at the conference venue.



Deadlines/dates

PLEASE NOTE: if you cannot meet these deadlines, you will not be able to speak at the conference.

- Abstract, a speaker biography (not CV) and head and shoulders photograph of yourself - submission deadline: **27th March 2020.**
- Conference registration opens: **Spring 2020.**
- PowerPoint presentation materials due: **Friday 4th September 2020.**
- Full, written speech that will accompany your presentation due: **Friday 18th September 2020.**

You agree that (please read carefully before signing):

1. Your presentation is informative and engaging, and is valid, non-biased, and evidence based if relevant.
2. **You will not promote the products and/or services of your company or organisation.** You are permitted to use your logo on the opening and closing slide of your presentation.
3. You have obtained the relevant copyright permission for all materials used in your presentation – this includes quotes, photographs, videos, sound, music and any other reference materials.
4. You agree that the presentation materials you provide may be distributed to delegates and IFEAT Members and will be available for IFEAT to include in the written version of the Conference Proceedings.
5. You agree to your presentation being recorded on video and photographed by IFEAT.
6. You agree that the presentation version submitted in advance to IFEAT will be the same as the one presented at the event in Berlin unless you have permission for last minute changes from IFEAT prior to the conference.
7. **Important: You will register as a paid delegate to the Conference.**
8. You will fund your own accommodation, transport, expenses and delegate registration fees.

PRINT NAME:

YOUR COMPANY/ORGANISATION:

TITLE OF PAPER:

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SIGNATURE: DATE:

Please return this form to tina.carne@ifeat.org