EMBL – Course Application Form

Scientific title of course (max 10 words; EMBL guidelines: 60 characters incl. spaces):

Number of course days:

Preferred dates for the course (note the exact dates will be provided by External Training):

Number of expected course participants (usually16-25):

1. Organizers   
   (please name all organizers and indicate the main-organizer and the. co-organizer(s). Note that the EMBL course page will display the organizer in alphabetical order;   
   ideally 3-5 organizer).

Role:  
Name:   
Address:   
Email:   
Phone:

Role:  
Name:

Address:

Email:   
Phone:

Role:  
Name:

Address:

Email:   
Phone:

Role:  
Name:

Address:

Email:   
Phone:

1. Course overview   
   (Principal themes and objectives of the event) – max. 200 words:
2. Course Topics and Modules (in bullet points)-max. 200 words:
3. Please indicate why the proposed course is important for the research field - max. 200 words:
4. Course target audience   
   (their positions, background, experiences, aims in 2-5 sentences):
5. Learning outcomes in bullet points:
6. Similar events and how this event is different:  
   (e.g. EMBL Courses, EMBO Courses, CSH Courses, FEBS or other international audience courses) – max 200 words:
7. IF APPLICABLE – Feedback from previous courses (please describe any improvements you propose to implement based on the experience of, and feedback from, the previous course(s) – max. 200 words:
8. Speakers the topic they would cover in their lecture  
    (please list name and affiliation incl. email and gender of the potential speakers, a confirmation is not needed at this point)
9. Training Instructors and the topic they would cover in their practical/session  
   (please list name and affiliation incl. email and gender of the potential trainers, a confirmation is not needed at this point)
10. Funding / Sponsorship   
    (please list if you plan to apply/acquire external funding sponsorship; name of source and amount estimate if already known):
11. DRAFT PROGRAM.

DAY 1:

09:00- 09:30 EMBL intro and House notes (incl safety)

09:30- 09:45 Course overview

09:45- 11.00 Icebreaking activity (Introduction round and “Challenges and Expectations”)

11.00-11.30 Coffee break

11.30-12.30 Lecture:

12.30-13.30 Lunch Break

13.30-15.30 Practical:

15.30-16.00 Coffee Break

16.00-18.00

18.00-19.00 Dinner

19.00 return to Hotel

DAY 2:

09:00-09:10 Overview of the day

09.10-10.00 Lecture:

10.00-11.00

11.00-11.30 Coffee break

11.30-12.30

12.30-13.30 Lunch Break

13.30-15.30 Practical

15.30-16.00 Coffee Break

16.00-18.00

18:00 - 19:00 Tips & Tricks with concurrent Pizza Dinner

19.00 return to Hotel

DAY 3:

09:00-09:10 Overview of the day

09.10-10.00 Lecture:

10.00-11.00

11.00-11.30 Coffee break

11.30-12.30  
12.30-13.30 Lunch  
13.30-15.30 Practical

15.30-16.00 Coffee Break

16.00-18.00

18.00-19.00 Dinner

19.00 return to Hotel

DAY 4:

09:00-09:10 Overview of the day

09.10-10.00 Lecture:

10.00-11.00

11.00-11.30 Coffee break

11.30-12.30  
12.30-13.30 Lunch Break

13.30-15.30 Practical

15.30-16.00 Coffee Break

16.00-18.00

18:00-19:00

19.00 Bus downtown HD

19:30 – xx Dinner at local restaurant

DAY 5

09:00-09:10 Overview of the day

09.10-10.00 Lecture:

10.00-11.00

11.00-11.30 Coffee break

11.30-12.30

12.30-13.30 Lunch Break

13.30-15.00 Final Discussion round

15.00-15.30 Coffee Break

15:30-16:15

16.15-16.45 Feedback round and closing remarks

17.00 Bus to Heidelberg train station and city center