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**Exhibitor’s Form:**

**Event Overview**

**We are delighted that you would like to take part! This Isle of Wight British Science Week Event will be run on 2 separate dates:**

**Friday 6th March 2020**

**Friday 13th March 2020**

**11am until 8pm**

* **Exhibitors are welcome to attend either 1 day or both days, with each day running from 11am – 8pm.**
* **The Event duration will be split into ‘Day’ and ‘Evening’ Sessions and Exhibitors are welcome to attend either the ‘Day’, ‘Evening’ or Both event times, whichever is easiest for you.**

**Please see below for the Event Day + Evening Schedule; this may be subject to change depending on organisational participation and space availability.**

**INTERACTIVE WORKSHOPS**

There are 6 interactive workshops throughout the day and early evening sessions. Up to 3 different ½hr workshops can be accommodated at the same time, in 3 different areas of the site. This is to manage large groups, with up to 10 participants per workshop. If you would like to run a ½hr Workshop, please add this to your form. Workshops can be repeated later on during the day.

**e.g Workshop 1: 11:30am - 12pm A= ‘Geology in a Jar’ B= ‘Erupting Volcanoes!’ C= ‘Exploding Rockets!’**

**Workshop 2: 1pm – 1:30pm**

**Workshop 3: 2pm – 2:30pm**

**Workshop 4: 3:30 – 4pm A= ‘Geology in a Jar’ B= ‘Erupting Volcanoes!’ C= ‘Exploding Rockets!’**

**Workshop 5: 5pm – 5:30**

**Workshop 6: 6pm – 6:30pm**

**INTERACTIVE DISPLAYS**

Interactive Displays/Tables will be running throughout the day (11am – 5pm) whilst the ½ workshops run. So visitors who do not wish to take part in workshops can have the time and space to visit the interactive displays. Volunteers will be on hand to help ‘man’ stalls if you would like to run a workshop as well.

**EVENING PRESENTATIONS:**

We’re looking for 2 keen enthusiastic ‘Bang Goes the Theory/Royal Institute Lecture’ Style Presenters to take us on a journey of scientific discovery in whatever your scientific/maths expertise or interest!

We are running 1 Evening Presentation at the end of each Event day (Friday 6th and Friday 13th March 7-8pm), so 2 Presenters are needed with a different focus. The Presentation will be from 7pm – 8pm.

**The key is:** the Presentation must have audience participation, inclusion and a space for interactive questions and answers. The evening audience is anticipated to be family groups.

**If you would like to be a British Science Week Evening Presenter**: please complete the form below or contact Neeve if you need more info, guidance or ‘ideas brainstorm’!

**If you would like to take part as an Exhibitor/Workshop Host/Evening Presenter, please complete the Exhibitor’s Form below:**

**Exhibitor’s Form Overview:**

* **‘Part 1’ of this form will focus on Dates and Times that you or your organisation can attend.**
* **‘Part 2’ of this form, will focus on your Displays/Workshops/Presentations, which will be uploaded and advertised on the Citizen Science website along with your available dates/times.**
* **The information submitted on ‘Part 3’ of this form will be kept safe as it is only for us to use during event planning and in case of emergency or if the events have to be cancelled due to unforeseen circumstances. These details will be kept securely and destroyed after the event has finished.**

**Please see below the British Science Week Isle of Wight**

**EXHIBITOR’S Form**

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**Exhibitor’s Form**

**Part 1. Dates and Times:**

**Name of Organisation:**

**Q1. What Event Date/s would you like to attend?**

***Note: the Event is on 2 dates - Friday 6th March 2020 + Friday 13th March 2020 and you’re welcome to attend either 1 day or both days:***

 **✓**

* **Friday 6th March 2020**
* **Friday 13th March 2020**
* **Both Dates:**

**Q2. What time during the day can you do?**

***Note: Displays/Workshops set up times will be from 9am - 11am and both Event Dates are running from 11am-8pm, with the Core Hours of:***

 ***Day Session: 11am until 5pm***

 ***Evening Session: 5pm until 8pm***

**Date 1: Friday 6th March 2020 Date 2: Friday 13th March 2020**

 **✓ ✓**

* **Day Session: 11am - 5pm**
* **Evening Session: 5pm – 8pm**
* **Both sessions 11am until 8pm**

**Part 2. Interactive Displays/Workshops/Presentations:**

**Q3. Which of the following would you like to do?:**

**Display: Workshop Presentation:**

 **✓**

**Q4. Name of your Interactive Display/Workshop/Presentation *e.g. ‘Zooniverse Interactive Display’:***

**Q5. Description of your Display/Workshop/Presentation:**

**Part 3. Event Planning:**

**Q6. How much space or essential requirements will your Display/Workshop/Presentation need?**

 ***(e.g. access to plug/water/internet etc):***

**Q7. Will you be bringing your own tables, if not, how many tables/chairs do you need:**

**Q8. Can you supply images of your interactive Display/Workshop/Presentation for us to use in publicity and website? If so, please send images to citizenscienceiow@gmail.com:**

**Q9. Can you supply a link to your website for us to use in publicity and website?:**

**Q10. Could you provide a contact mobile no. of a member of staff who will be attending the event so that we can contact them if unforeseen circumstances occur and the event has to be cancelled on/before the events?:**

**First Name only:** **Mob No.**

**Q11. Does your organisation have Pubic Liability Insurance: Yes No**

 **✓**

**If ‘no’, don’t worry, the Downside Community Centre has Public Liability Insurance (PLI) to cover all the activities for the event.**

**Please email your completed form to: citizenscienceiow@gmail.com**

**With Sincere Thanks from**

Neeve O’Flynn-Mundin

Volunteer Organiser

British Science Week 2020

citizenscienceiow@gmail.com

[www.citizenscienceiow.wixsite.com/events](http://www.citizenscienceiow.wixsite.com/events)

Rachel Thomson

Downside Community Centre Manager

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<https://www.facebook.com/pantogether/?__xts__%5B0%5D>

Dave Logan

Regional Manager for POA Learning

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<https://www.unionlearn.org.uk/learning-centre/poa-learning-isle-wight>

