

# Hosting an EAIR Forum?





LINKING RESEARCH, POLICY AND PRACTICE

The annual EAIR Forum is the opportunity for researchers, practitioners and policymakers to get together, to exchange information, give or listen to presentations, network with colleagues from abroad and meet new and interesting people. Forums are usually hosted by a university and each year a different European location is chosen as venue. Each Forum has a special theme, which is sub-divided into several tracks to accommodate special interests and various fields of expertise and specialisation.



Have you or has your higher education institution ever considered to host one of the future EAIR Forums? EAIR invites you to consider hosting an EAIR Forum in your institution of higher education and in your city for 2020 and onwards.



### Why host the annual EAIR Forum?

Collaboration with EAIR offers an HEI the reputational advantage of a successful association with a highly regarded international HE network of over 40 years standing.

Running the annual Forum provides your staff and students with invaluable developmental opportunities to plan, manage and deliver a major HE conference supported by a highly experienced partner.

Having the Forum in your institution provides a wonderful opportunity for your academic practitioners to showcase and disseminate their best practice and research.

### Main Requirements for Hosting an EAIR Forum:

- Forum to be held last week of August or first week of September
- Three and a half day conference:  
Sun (0.5)-Mon-Tue-Wed or  
Sat (0.5)-Sun-Mon-Tue
- Presentation Rooms (Fully AV equipped)  
1 Auditorium (350-400 capacity),  
1 meeting room & 1 office room
  - 3-4 Presentation Rooms (60-75)
  - 5-6 Presentation Rooms (40-50)
- Coffee/Tea Break & Lunch facilities
- Welcome Reception & Social Dinner Event





If you are interested to submit a proposal, need further information or would like to discuss other issues, please contact EAIR Executive Director, Gerlof Groenewoud [eairstaff@eairstaff.org](mailto:eairstaff@eairstaff.org) or the Chair of the EAIR Executive Cmt. Ass. Prof. Dr. Habil. Attila Pausits, PhD. [attila.pausits@donau-uni.ac.at](mailto:attila.pausits@donau-uni.ac.at)

