



**AIRPORT  
SOLUTIONS  
TURKEY**  
11-12 APRIL 2017

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## **GUIDELINES FOR SUBMITTING A PRESENTATION FOR THE CONFERENCE AND SEMINAR PROGRAMME AT AIRPORT SOLUTIONS TURKEY 2017**

**DATE: 11-12<sup>th</sup> APRIL 2017**

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CALL FOR PAPERS: SUBMISSIONS NOW OPEN

*The inaugural Airport Solutions Turkey Conference is a forum for professionals to participate in the latest and most comprehensive discussions on Turkey's airport and aviation plans. Through a two day conference and on the floor open seminars, key issues and solutions in the airport industry will be addressed and discussed. This will be a valuable opportunity to share expertise on the most innovative topics and trends and network with the leading companies and industry figures.*

*We invite you to submit a paper to be presented during the course of the event, alongside a full exhibition.*

*We look forward to hearing from you and reviewing your submission.*

Topics include, but are not limited to:

- Safety
- Security
- Infrastructure; design, architecture, management, planning and development
- Construction
- Environment
- Technology
- Baggage management and tracking
- Non- aviation revenue- retail, catering, leisure, advertising and services

If you have a case study or expertise on any of the above topics, or any other Airport Solutions topics you deem to be key, then please fill in the form provided on the last page and submit to [anna.lomas@airportsolutions.com](mailto:anna.lomas@airportsolutions.com) by Friday 2<sup>nd</sup> September 2016.

### **CRITERIA TO BE MET BY SUBMISSIONS:**

- Submissions must be relevant and/or related to one of the suggested topics. Please specify the title on the headline.
- All presentations will be in English.
- Sales presentations will not be accepted to present at Airport Solutions Turkey.
- The applicant may submit more than one entry.

- The applicant must supply a maximum of 200 word proposal summary in English using the template provided.
- Only high quality submissions will be published on the official website post show.
- Papers must be innovative and should supply new and modern ideas.
- Participating in the programme with a paper is an acknowledgement by the participant of the organisers' right to use the paper-copyrights or display it on the forum's website.
- Applicants must be 18 or over.
- Paper submissions will be reviewed by a panel of advisors before a final shortlist is made.

#### ONCE ACCEPTED TO PRESENT:

- Accepted papers must identify the type of presentation: PowerPoint, multimedia production, etc.
- Each speaking slot must be no shorter than 20 minutes and not exceed 30 minutes. This should include time for questions from the audience if appropriate.
- The PowerPoint presentation to be used during the onsite live presentation must be submitted by **3<sup>rd</sup> March 2017** to [anna.lomas@airportsolutions.com](mailto:anna.lomas@airportsolutions.com) .
- The speaker will need to arrive onsite at least 30 minutes before they are due to present with their presentation on a USB stick.
- Please note that all costs must be covered by the speakers themselves, but this can be reviewed.
- Speakers may be asked to provide quote on the event or provide pre and post event quotes.
- Speakers may need to make themselves available during the day to speak for interviews, meetings etc.

#### GUIDE PRESENTATION LAYOUT

If you are presenting for the first time, you may want to use the following layout, but are not restricted to:

1. Present trend/ problem
2. Product/ technique/ solution
3. Practical use

Tip: Use less text in your power point slides only outlining the key points using bullet points. Talk around these whilst presenting onsite.

## **DEADLINE FOR ENTRY: FRIDAY 2ND SEPTEMBER 2016**

### **SUBMISSION FORM TO PRESENT AT AIRPORT SOLUTIONS TURKEY 2017**

Speaking slots are strictly limited, fill in the below form and send to the Anna Lomas, Conference Manager, using the provided email address **by Friday 2<sup>nd</sup> September 2016**.

If you have any questions, please do not hesitate to email [anna.lomas@airportsolutions.com](mailto:anna.lomas@airportsolutions.com) or call +971 (0)4 603 3304.

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| NAME:  |  |
| JOB TITLE:   |  |
| CONTACT NUMBER:  |  |
| EMAIL:   |  |
| COMPANY NAME:  |  |
| ADDRESS:   |  |
| CHOSEN TOPIC:  |  |
| PRESENTATION TITLE:  |  |
| PROPOSAL:  |  |
| LINKS TO RELEVANT WEBSITES:  |  |
| RECOMMEND OTHER COMPANIES, SPEAKERS OR TOPICS THAT YOU WOULD LIKE TO SEE AT THE EVENT: |  |