

Dear Speaker

Thank you for your contribution to the ICOND 2021.  
Your registration is free of charge and requires no further actions.

Please consider the enclosed important information:

## PRIOR TO THE CONFERENCE

### ABSTRACT FOR BOOK OF ABSTRACT

- please use the attached interactive pdf-template
- written in English
- signed speaker agreement

PLEASE TRANSMIT AS SOON AS  
POSSIBLE, LATEST UNTIL  
**AUGUST 18<sup>TH</sup>, 2021**  
REGISTRATION@ICOND.DE

### SHORT CV

- text file (pdf, docx, ppt)

### ILLUSTRATION / PIC

- max. 70 mm (h) x 170 mm (w)
- high resolution (jpg, png, tiff, pdf, ppt)

### LOGO

- high resolution (jpg, png, tiff)  
or vector file (pdf, ai, eps)

### PORTRAIT PHOTO

high resolution (jpg, png, tiff)

PLEASE TRANSMIT UNTIL  
**AUGUST 18<sup>TH</sup>, 2021**  
REGISTRATION@ICOND.DE

### PRESENTATION / SLIDES

- Powerpoint® presentation  
16:9 format

PLEASE TRANSMIT UNTIL  
**OCTOBER 01<sup>ST</sup>, 2021**  
REGISTRATION@ICOND.DE

## DURING THE CONFERENCE

- presentation as Powerpoint® file 16:9 format
- for any eventuality please provide a copy of your slides on a USB memory stick
- please speak slowly, your presentation will be translated simultaneously

Thank you in advance!  
For any questions feel free  
to get in touch with us:  
contact@icond.de  
or +49 2402 127 505 111



# SPEAKER ABSTRACT



Please fill in the blue fields and send this document back to [registration@icond.de](mailto:registration@icond.de) until **August 18<sup>th</sup>, 2021**

TITLE

NAME

COMPANY

ADDRESS

POST CODE

CITY

COUNTRY

PHONE

EMAIL

HOMEPAGE

ABSTRACT TITLE (max. 130 characters incl. spaces)

ABSTRACT CONTENT (max. 2.000 characters incl. spaces)

In addition, please attach your profile pic and illustration (picture, figure or drawing) in high resolution to your email.

Dear Speaker,

We look forward to welcoming you as a speaker at the upcoming ICOND in Aachen, occurring Oct. 18-21, 2021.

The conference will be held at Eurogress Aachen, Monheimsallee 48, 52062 Aachen, Germany.  
To confirm your speaking engagement, please review and sign the form below.

1. The speaker is solely responsible for the content and scope of the presentation content. With the acceptance of a presentation at ICOND, the copyright passes to AiNT GmbH. Please note that it is the speaker's responsibility to ensure that the information presented in the lecture (abstract) is legally coordinated with the named authors.

2 If the speaker has to cancel the service due to serious circumstances (e.g. illness), he/she is obliged to inform AiNT GmbH immediately. There is no entitlement to remuneration other than free participation in the event. AiNT GmbH reserves the right to cancel the event due to force majeure, health risks (e.g. Corona) or for organizational reasons (e.g. insufficient number of participants). There is no claim to remuneration or compensation.

3. The speaker guarantees and assures that the submitted contribution is free of third-party property rights and that a publication by AiNT GmbH does not violate any property, patent, license, trademark or other property rights of third parties. The submitter shall indemnify AiNT GmbH and its partners and speakers from any claims of third parties arising from any infringement of property rights and shall also bear all costs incurred by AiNT GmbH and its partners and speakers in this connection. In this context, AiNT GmbH and its partners and lecturers are entitled to obtain permission to publish the relevant content from the entitled party at the expense of the lecturer.

4. The speaker guarantees - also towards third parties - that the documents provided by him/her are up-to-date at the time of the event. This applies in particular with regard to legal connections and the presentation of technical facts.

Please provide the intended dates and documents (presentation slides, CV, photo) at least three weeks before the date of the conference.

5. Participation in the entire conference is free of charge and covers the time of use, preparation time, travel time, other necessary additional services and in particular a fee for the transfer of the rights of use to AiNT GmbH.

AiNT GmbH shall only reimburse any expenses in excess of this amount if these were necessary and were previously approved in writing by AiNT GmbH.

6. If the speaker is not insured through an employer, he/she must take care of his/her own insurance coverage (health insurance, accident insurance coverage with the administrative professional association, liability insurance) within the scope of his/her freelance activity.

7. In the context of the conference, AiNT GmbH is entitled to make the documents provided by the speaker available to the conference participants as well as service providers in digital form and as video and audio recordings and also for downloading, insofar as the speaker does not expressly object to this possibility.

8. The speaker agrees to the storage of his/her personal data in connection with the contractual relationship. This also applies to CV data, references, certificates, qualifications and evaluation data. Documents as proof of professional/methodological qualification may be required by the client within the scope of quality management and must be submitted by the speaker if required.

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Place / Date

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Signature (Printed Name)