**Initial form**

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| **1. Workshop Details** |
| **1.1) What is the title of your Workshop?** |
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| **1.2) Please list the names of confirmed organisers (including email addresses and affiliations) below** |
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| **1.3) Does your workshop form part of a marketing effort for a for-profit company? If yes please give the company details (name and product/range promoted).***This will be noted in the workshop description.* |
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| **1.4) Please provide the description of your workshop below.***Please use than less 400 words****.*** |
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| **1.5) Please suggest the date(s) and time(s), including timezone, when you wish to run your workshop** |
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| **2. Workshop costs** |
| **Calculating your workshop cost to charge to attendees.***We will be charging a low basic fee to most participants with discounts for students and those from low economy countries.* |
| **2.1) Would you wish to charge the participants an extra charge on top of the basic charge?** **If yes,** *roughly (in US$) how much per person.* |
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| **2.2) What is the minimum and maximum number of attendees for this workshop to be viable?**  |
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| **3. Support Requirement** |
| **3.1) Which platform would you use for the event?** *The Society GoToWebinar or GoToMeeting software can be made available for your use.* |
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| **3.2) Would you like the GS to manage registration for the workshop?**  |
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