

EAHIL + ICAHIS + ICLC : 10-12 June 2015 : Edinburgh

Information for Exhibitors and Sponsors

The 2015 European Association for Health Information and Libraries (EAHIL) Workshop is being organised in collaboration with the International Conference for Animal Health Information Specialists (ICAHIS) and the International Clinical Librarian Conference (ICLC). This Workshop will provide exhibitors and sponsors with a great opportunity to interact with an international group of 250 information professionals working across all health sectors.

This document contains the following information for Exhibitors and Sponsors:

- 1. Venue information**
- 2. Exhibitor and Sponsor package options**
- 3. Important Dates**
- 4. Workshop theme**
- 5. Workshop contact details**

1. Venue information

The Workshop will take place in the central campus of the University of Edinburgh. Edinburgh, Scotland, is a beautiful European city with many attractions for visitors, and the University is a highly-ranked institution with excellent facilities. The main venue will be the Appleton Tower, which has several lecture theatres and seminar rooms. Lunches and coffees will be provided in the open concourse of the Appleton Tower, the same space where Exhibitor tables will be located. This will ensure ample opportunity for delegates to visit stalls during breaks and the Exhibitor session.



Appleton Tower is regularly used as a conference venue

The Appleton Tower also has teaching rooms equipped with computers and seminar rooms, as does the University's Main Library which is only three minutes' walk away. These teaching rooms are available for sponsors who wish to give courses (see sponsor options below).



Sample teaching and seminar rooms in Appleton Tower

The welcome reception in the evening of 10 June will be in the Playfair Library inside the University's Old College, and the Workshop dinner and ceilidh will be in the grand gallery of the National Museum of Scotland.



Playfair Library, Old College



Grand Gallery, National Museum of Scotland

Venues in relation to city centre

All the venues identified here are within 20 minutes' walk of the city centre and Waverley Train Station:

- Appleton Tower – main venue:
<http://www.ed.ac.uk/maps?building=appleton-tower>
- Main Library – venue of some workshop sessions:
<http://www.ed.ac.uk/maps?building=main-university-library>
- Playfair library, Old College – welcome reception:
<http://www.ed.ac.uk/maps?building=old-college>
- National Museum of Scotland – workshop dinner-dance:
<http://www.nms.ac.uk/national-museum-of-scotland/plan-your-visit/>

Accommodation options

There are very many hotels and other accommodation options in Edinburgh, allowing for a wide range of budgets. A block of *en suite* rooms in the University's Chancellor's Court halls will also be available for bed & breakfast bookings at a very competitive rate.

2. Exhibitor and Sponsor package options

Sponsor/Exhibitor options	fee in £ (excl. VAT)	number available
<p>Exhibitor package:</p> <ul style="list-style-type: none"> • Exhibition area with table, 2 chairs, electricity and wi-fi • Area dimensions: table is 76cm x 182cm with approx 1m floor-space perimeter • Two full participant registrations including the social programme events • Product or organisation name listed on Workshop programme in conference bag • One leaflet/item in conference bag 	£2,500	10
<p>Sponsor package options <i>The Sponsor options are separate from the Exhibitor package. If you would like an exhibition stand as well as a sponsor role, the package options should normally be added together. If you would like to propose other sponsorship options, please contact us.</i></p>		
<p>Major sponsor</p> <p>Logo and name on Workshop website; Logo and name on sponsor banner in workshop concourse; Logo and name shown in major sponsor list in Workshop programme in conference bag.</p>	£5,000	no max.
<p>Masterclass sponsor</p> <p>Names of products covered in the masterclass listed on participant registration form for selection at the point of registration, and also listed in programme. One hour-long training session (topics/resources should fit with research-oriented theme of Workshop and need to be approved in advance by Workshop organisers). Limited availability. Purchase of double slot possible. Training rooms with computer clusters for hands-on training available.</p>	£2,000	8
<p>Social programme sponsor <i>Limited numbers, allocated on a first-come basis. Logo and name in programme next to sponsored items; representatives introduced and thanked during event.</i></p>		
Welcome reception - refreshments	£2,000	1
Gala evening - band	£2,000	1
Gala evening - venue	£2,000	2
Gala evening - reception	£2,000	1
<p>Conference bag materials sponsors <i>Limited numbers, allocated on a first-come basis. These items need to be sent to the workshop organisers and to arrive in Edinburgh by 28 May 2015. These items can bear your company's name, logo or similar. We require 250 of each item.</i> <i>* Cost of manufacture and shipping of 250 of each item to the Workshop venue to be borne by sponsor.</i></p>		
Notepads	*	1
Pens	*	1
Pencils	*	1
Post-it pads	*	1
Plain/Dark chocolate bar, wrapped (or similar treat, e.g. chocolate-covered coffee beans)	*	1

3. Important Dates

9 January 2015 – deadline for receipt of Masterclass proposals (revised from previous deadline of 15 December 2014).

February-April 2015 – Workshop registration period

18 May 2015 – start date for receipt of Exhibitor and Sponsor materials

28 May 2015 – deadline for receipt of Exhibitor and Sponsor materials

10 June to 12 June 2015 – Workshop dates

The Workshop proper will start after lunch on Wednesday 10 June and end after lunch on Friday 12 June. Exhibitors can set up on the morning of Wednesday 10 June.

4. Workshop theme and format

The theme of the Workshop is *Research-minded: Understanding, Supporting, Doing Research*.

The primary aim is to equip participants with greater understanding of, and practical skills in, research approaches and methods. The rationale for this aim is that understanding and experience of research makes us better able to support researchers and equips us as reflexive practitioners to engage critically and analytically with the daily activities of our work. Workshop sessions will be practical and participative.

Sponsors are invited to propose workshop ‘masterclasses’ to develop participants’ expertise with using tools and resources. Proposals must be received by 9 January 2015, and will be selected according to best fit with the Workshop aims. If you would like to discuss ideas for a masterclass before submitting a proposal, please do make contact as early as possible.

5. Workshop contact information for exhibitors and sponsors

For queries and proposals

Primary contact point:

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