

# SEMINARS (SE)

The goal of a seminar is the professional development of PME participants, especially early researchers and/or first comers, in different topics related to scientific PME activities. This encompasses, for example, aspects like research methods, academic writing or reviewing. A seminar is not intended to be only a presentation but should involve the participants actively. PME can give a certificate of attendance to participants of the seminar, if requested by the proposers. Facilitating a seminar will not count as a contribution for the existing restrictions on conference contributions. Since seminars take place in the same time slots as research forums, it will not be possible for one presenter to participate in both these categories.

## Submission and review process

A SE application must include:

- name of at least one coordinator;
- information about the topic and the goals of the SE as well as descriptions of specific tasks or activities to be carried out in the sessions; and
- a short outline about the goals and/or activities planned for each of the two 90 minutes sessions - proposers can choose between a two-session seminar or a single session seminar presented twice.

Two-page proposals for a SE must be submitted not later than 1 March 2020. The IPC reviews and selects SEs during the second IPC meeting. Notification of the decision of the IPC to accept or reject a proposal for a SE will be communicated in April 2020.

## Presentation and Proceedings

The two-page proposals of accepted seminars will be included in the conference proceedings. Two 90-minute sessions will be allocated to seminars. After presentation, the coordinators of each SE are required to send a report of its activities to the **PME Administrative Manager (e-mail address: <mailto:info@igpme.org>)**. This report may be included in the PME newsletter. This report is due by the end of September 2020.