

Regulations for the Submission of Workshop Proposals

Objective

These regulations govern the organization, structure, and operational framework for workshop proposals to be conducted as part of **Water Micro Costa Rica 2027**.

Workshop Characteristics

- ✓ **Duration:** Each workshop will have a strict duration of two hours.
- ✓ **Execution Date:** They will take place the day prior to the official start of the conference (May 30, 2027).
- ✓ **Format:** In-person.
- ✓ **Attendees:** Each workshop will have a maximum capacity of 30 people.

A. Language

The official language of the event is English. However, workshops may be conducted in either English or Spanish. Applicants must explicitly state the language in which they will deliver the session for logistics and, if possible, translation coordination purposes.

B. Logistics and Technical Resources

- The organizing committee will provide a room tailored to the expected capacity.
- Basic audiovisual equipment will be available (projector, screen, computer, and sound system).
- Supporting or educational materials must be supplied by the facilitator.
- Any special technical or software requirements must be declared in the proposal to analyze availability.

C. Instructions for Preparing the Proposal (Abstract)

C.1 Themes

Workshop proposals must be directly aligned with the main scientific tracks of the event):

1. Water security and protection in the Anthropocene
2. Microbial risks in the Anthropocene
3. Water as a source of information / Water as a source of knowledge
4. Water management and protection options in the Anthropocene



C.2 General Requirements

- ✓ Proposals must focus on the transfer of highly relevant practical, methodological, or technical knowledge.
- ✓ Proposal abstracts will be accepted with a maximum of 300 words.
- ✓ The proposal must designate a primary facilitator (contact person) and co-facilitators, if applicable.
- ✓ Using workshops for strictly commercial or promotional purposes for private brands is prohibited.
- ✓ All facilitators or co-facilitators must be registered and paid participants of the conference.

C.3 Structure of the Proposal Abstract

Submitted proposals must incorporate the following aspects:

- ✓ Rationale / Justification: The problem or need addressed by the workshop.
- ✓ Learning Objectives: What attendees will achieve by the end of the two hours .
- ✓ Methodology and Dynamics: A description of how the two hours will be structured (e.g., 45 min theory, 60 min practice, 15 min debate) .
- ✓ Attendee Profile and Requirements: Suggested prerequisite knowledge or required materials (e.g., bring your own computer).

D. Review and Acceptance Criteria

The Scientific and Organizing Committee will evaluate proposals based on the following criteria:

1. Coherence with the conference themes.
2. Methodological quality, practical applicability, and engagement level of the session.
3. Technical and logistical feasibility within the established two-hour block.
4. Proposals with purely commercial objectives or those outside the technical scope will be rejected.



E. Important Dates

Opening of the call for workshops: **June 1, 2026.**

Deadline for proposal submission: **September 25, 2026.**

Notification of accepted workshops: **November 15, 2026.**

Early bird registration deadline: **February 15, 2027.**

Execution of workshops: **May 30, 2027** (Day prior to the conference).

