



**ROYAL INSTITUTE  
OF TECHNOLOGY**



**Sustainable Solutions for Cities - May 15 2013**

# **Program and Guidelines**

Please read through this document carefully

# Program

May 15th 2013

Venue: F2, KTH, Lindstedtsvägen 28, Stockholm

- 08.30** – Registration opens
- 09.15 – 10.00** Welcome & introduction
- 10.00 – 11.00** Workshop session 1
- 11.00 – 11.30** Coffee break
- 11.30 – 12.30** Workshop session 2
- 12.30 – 13.30** Lunch
- 13.30 – 14.30** Workshop session 3
- 14.30 – 15.00** Coffee break
- 15.00 – 16.00** Workshop session 4
- 16.00** – Refreshments

Your individual schedule for the workshops can be found here:

<http://aimday.se/sustainable-solutions-cities-2013/schedule/>

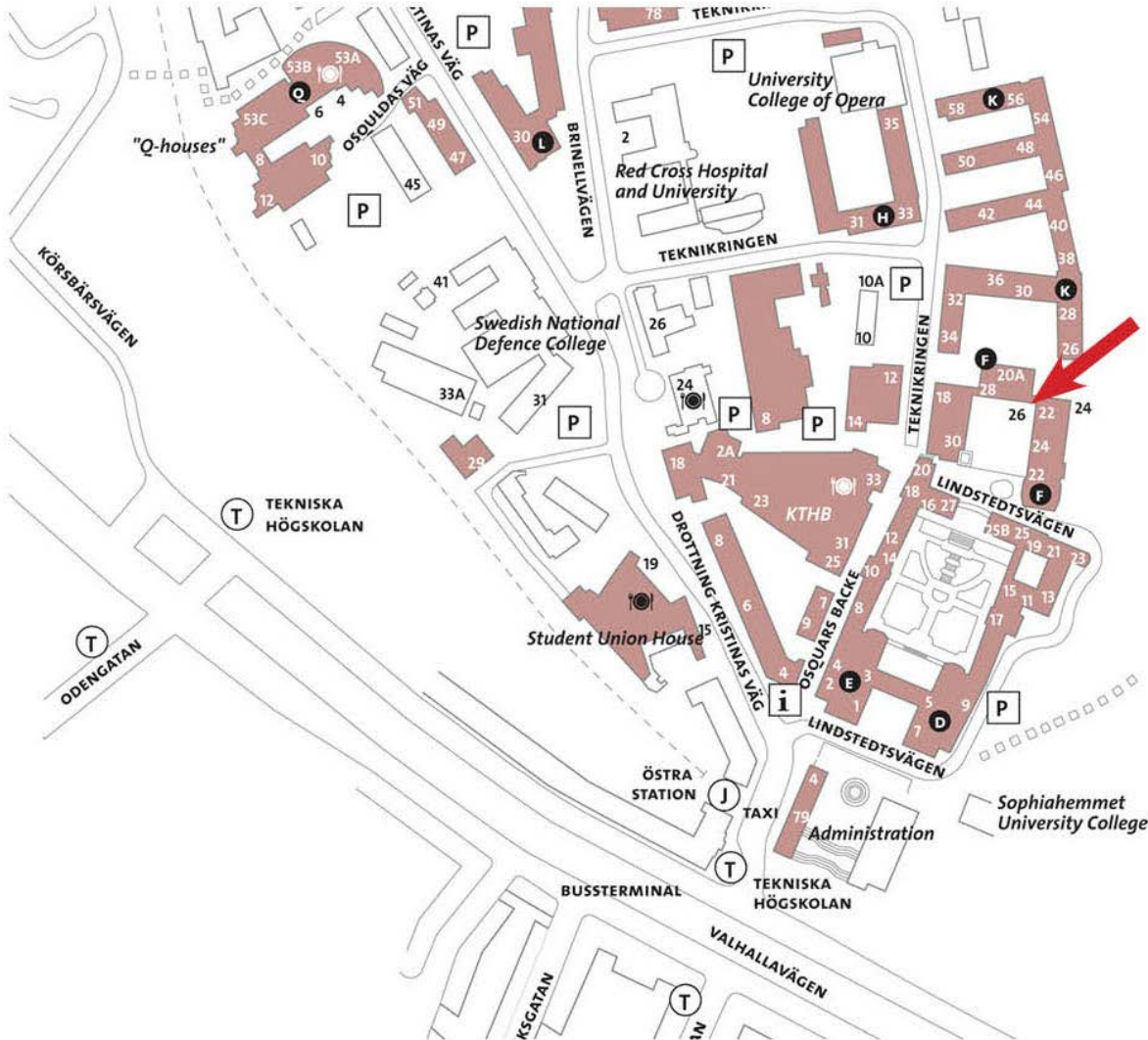
To get your individual schedule, look under the tab "Scientists" or the tab "Company representatives" below the schedule, and just click on your name in the list, your workshops will then be highlighted.

More information about AIMday Sustainable Solutions for Cities 2013:

<http://aimday.se/sustainable-solutions-cities-2013/>

# How to get to AIMday

Take the subway to Tekniska högskolan. Signs will be guiding you to Lindstedtsvägen 28 and F2.



## Guidelines

The purpose of the one hour workshops is to establish current knowledge and find contacts that might lead to a deeper understanding of the topic. We hope that you will find contacts and agree upon future actions.

Remember that your registration for AIMday is binding since the conference structure (with many small workshops) relies on your participation.

### **Recommended agenda for the 1 hour workshops:**

A bell will sound five minutes before each workshop starts.

1. Maximum five minutes for presentations “around the table”.
2. Not more than five minutes for the company/organization presenting the question.
3. About 45 minutes for discussion.
4. Five minutes for summing up, if wanted a pre-study application could be filled in (see more about this opportunity below).

The workshop size differs between roughly 5-14 participants.

### **Preparations before coming**

Researchers: Before coming to AIMday remember to read through “your” questions and background once more, since the time for the industrial presentation of the question in the working group is very short.

Industrial representatives: Prepare a short presentation (max 5 minutes) of your issue. There won't be any projectors or computers at hand since that is too time consuming.

Everyone will get their individual printed version of the program at the registration desk.

The list of all the questions can be found here: <http://aimday.se/sustainable-solutions-cities-2013/questions-listing/>

### **If you have a gap in your schedule**

Talk to representatives from KTH and other universities. You will receive passwords for wireless network if you wish to catch up with work. Coffee and snacks will be served during the whole day.

Industrial representatives: You can, if there are enough chairs, enter other workshops if you have a gap in your schedule. Ask the organizers before.

### **Color code on the nametags**

The nametags will have the following color code:

Blue = researcher

Orange = industry

White = others / organizers

### **Pre-study application**

There is allocated money for a limited number of pre-studies. A pre-study can cover costs for; i.e. analysis, literature study, writing a project plan, travel money, time for work for a total sum of 50 000 SEK. The pre-study should be conducted during 2013.

How to apply:

1. During the last five minutes of each workshop, the researcher who has an interest in proceeding cooperation should fill in a short form (that can be found in each meeting room) and hand it over to the company representatives.
2. The company representative hands over the most interesting applications to the organization committee during the day.
3. The companies and researchers will be notified about the outcome during week 24.

If you have any questions, please contact:



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**Most welcome!**