

## Dear speakers,

We are very much looking forward to your presentation at the DBFZ Annual Conference 2024. With this guideline we would like to support you in your preparations. If you have any further questions or comments, please do not hesitate to contact our event management team (for organizational matters) or your scientific contact (for technical matters).

## General information about the event

The DBFZ Annual Conference 2024 will take place on September 11/12, 2024 at the DBFZ in Leipzig (Germany).

### Topic of the DBFZ Annual Conference 2024

Carbon for industry, without oil, coal and gas? Renewable energy, storable & technically mature? Negative emissions, timely & cheap? And with the most diverse biocenoses possible & as little sealed surface area as possible?

Biomass plays a key role in achieving these goals and is increasingly in demand from various sides. The DBFZ Annual Conference 2024 will focus intensively on the "multi-talent biomass", highlight different requirements & take further steps towards a sustainable bioeconomy together with you. After all, talent isn't everything! In sport, constant improvement through training stimuli is just as important, and for the multi-talented biomass this means: through impulses from science & industry, through joint innovations.

Being there is... your opportunity to exchange ideas with experts from various areas of the bioeconomy, present your ideas and find partners for your next project.

### Agenda

You can find the current agenda on our [>> event website](#).

If there are any changes or adjustments, you will always find the current status here.

## Event language

The event language is German, but the session "Bio-based solutions for negative emissions" will be held in English with English presentation slides. Occasionally it is also possible for posters to be presented in English. In addition, presentation slides and posters should preferably be submitted in German. In our [>> Speakers area](#) we have provided a presentation template for you to download, which you are welcome to use. However, there is no obligation to do so.

## Venue

The DBFZ Annual Conference 2024 will take place on-site at the DBFZ in Leipzig, Torgauer Straße 116. At the same time, parts of the event will also be made available as a stream to participants who are unable to travel to Leipzig for personal or private reasons. If you can make it possible, we look forward to your personal participation, as this is the only way to interact with the participants on site.

## Your presentation

As part of the DBFZ Annual Conference 2024 you have the opportunity to present your poster on September 12, 2024 (11 a.m. - approx. 12:00 p.m.) in a three-minute poster speed presentation to the participants (online / presence). In addition, you will have the opportunity to exchange ideas with the participants on site in personal discussions.

We have allocated you a slot of 3 minutes for your poster presentation. Please make yourself available for this. For smooth running of the event, we need your presentation slides by September 9, 2024 at the latest. The presentation slides will be opened and provided by the technical staff. If you would like your presentation slides to be displayed in the speaker view, we kindly ask you to inform us in advance.

## Poster exhibition

The accompanying poster exhibition will be open to participants and speakers on both days of the event. We will provide you with a pin board and fixing materials. As a poster exhibitor, you are expected to bring your poster in paper form and to be available for questions and explanations at the poster during all breaks on both days of the event.

**By the way:** There is a DBFZ Poster Award 2024 to be won! In addition to the content and excellence of the research, other criteria are also included in the evaluation. These include a clear and interesting communication of the scientific content, taking into account the attractiveness of the presentation and the clarity/comprehensibility of the text.

## What do we need from you?

In the run-up to the event, we will provide participants with a digital handout. We have provided a sample page for you to view in the >> [Speakers area](#) of the event website. After the DBFZ Annual Conference 2024, we will complete this handout with the speakers' presentation slides and make it available for download as a digital conference reader on the DBFZ website for both event participants and other interested parties. For this purpose, we need the following information from you and ask for your cooperation in order to be able to provide complete event documentation and thus inspire as many participants as possible for your topic.

### Publication of the presentation slides and a recording

After the event, we will publish a recording of the event and the presentation slides with your consent. The recording will be made available exclusively to participants in a password-protected area, and the presentation slides will be published in a conference reader for download on our website for all interested parties. We request your consent for this in the form of a signed release form. You can download this in the >> [Speakers area](#). Please complete, sign and return it to [Veranstaltungen@dbfz.de](mailto:Veranstaltungen@dbfz.de) by August 16, 2024. If you do not agree to publication in whole or in part, please also complete, sign and return the declaration of exemption.

Send to [veranstaltungen@dbfz.de](mailto:veranstaltungen@dbfz.de) by 16.8.2024

### Registration

Further events will take place as part of the DBFZ Annual Conference 2024. You can find the complete programme on the >> [event website](#). In addition, we are also organizing a supporting programme for the DBFZ Annual Conference 2024 with a networking evening and tours. In order to meet your needs, we kindly ask you to register in person. Participation in the two days of the Annual Conference, including the networking evening, is free of charge for you as a speaker. Please register using our form >> [Speaker registration](#).

Registration by 4.9.2024 via form >> [Speaker registration](#)

## Submission of your presentation slides

To ensure that the event runs smoothly, please send the presentation slides by September 9, 2024 at the latest by e-mail to [veranstaltungen@dbfz.de](mailto:veranstaltungen@dbfz.de) or via our upload portal, which you can access via the following [LINK](#). Due to security-related aspects, it is not possible to send the presentation slides with an USB stick on the day of the event. Please note this. The presentation slides will be provided by the director during your presentation. If you would like your presentation slides to be displayed in the speaker view, please inform us in advance.

Transmission of the presentation slides by 9.9.2024 via [>> upload](#)

## Adaptation of the presentation slides

If you wish to adapt the presentation slides for publication, please send us the modified set of slides by September 19, 2024.

Transmission of the adapted presentation slides by 19.9.2024 via [>> upload](#)

## #Follow us on social media and feel free to promote your talk!

Follow us on [>> LinkedIn](#) and [>> Instagram](#). That way you won't miss any news and will always be up to date. Under the hashtag [#DBFZ2024](#) we are also promoting the upcoming DBFZ Annual Conference there. In order to attract numerous participants to our event and make the topic widely visible, we would be delighted if you would share your presentation activities with your contacts! For this purpose, we will soon be providing you with various templates in the [>> Speakers area](#), which you are welcome to use.

Follow us and share your lecture activities on social media,  
You are welcome to use our templates.

Thank you very much for your cooperation!

Do you have any further questions? Please do not hesitate to contact us!

## Contact information

### Contact for organizational issues

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## Session leaders

Session „The future of  
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Session „Bio-based solutions  
for negative emissions “

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Session „Biomass  
cycles“

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