

# Information for Conference Organisers about Events in Association with SEMPRE

If you are hosting a conference and should like to consider running the event in association with SEMPRE, please contact the SEMPRE Conference Secretary or a member of the SEMPRE Committee to request support. The following details are required:

**TITLE OF CONFERENCE**

**CONFERENCE DATES**

**CONFERENCE WEBSITE/LINK TO EVENT DETAILS**

**PROJECTED DELEGATE NUMBERS (TOTAL)**

**PROJECTED STUDENT/UNWAGED DELEGATE NUMBERS**

Requests will be considered throughout the year and the committee will notify you of the outcome as soon as possible after receiving the request. SEMPRE will endeavour to support events in accordance with the aims of the Society, which are to provide an international forum for researchers working in the fields of psychology of music and music education; to encourage the exchange of ideas, and to disseminate research findings; and to provide opportunities and support for postgraduate students to present their work at conferences and study days.

## **About SEMPRE Conference Support**

### ***What we can do for you...***

- Publicise your conference on the SEMPRE website ([www.sempre.org.uk](http://www.sempre.org.uk)) under our list of 'Conferences in Association with SEMPRE' [please supply details to the SEMPRE Conference Secretary as soon as possible];
- Circulate details about your conference to SEMPRE members via our social media presence;
- Offer SEMPRE Conference Awards to presenting delegates [the awards are for full-time students, part-time students and unwaged delegates to assist with the cost of attending the event – registration fees, travel and accommodation. The conference organiser should circulate the SEMPRE Conference Award Application Form to delegates following the release of the conference programme. The application forms can be downloaded from the SEMPRE website. The conference organiser should issue a deadline for receipt of the applications, normally at least 8 weeks in advance of the conference (preferably earlier). The conference organiser should forward the completed applications to the SEMPRE Conference Secretary after the deadline for administering to the SEMPRE Awards Panel. The SEMPRE Conference Secretary will notify applicants about the outcome of the applications (or, if practical, the conference organiser will be asked to do this on behalf of SEMPRE)].

### ***What you can do for us...***

- Acknowledge SEMPRE in your conference publicity by displaying the SEMPRE logo on your website and any other material for the event, including the programme or conference brochure;
- Include flyers about the Society and SEMPRE Conferences in your delegate packs;
- For those presenters who are in receipt of a SEMPRE Conference Award, display the logo next to the presenters' names in the programme/abstracts;
- Provide a short slot (c. 5 minutes) for a committee member to provide a presentation about SEMPRE;
- If possible, display the SEMPRE banner at your event.

For further information, please contact the SEMPRE Conference Secretary ([www.sempre.org.uk](http://www.sempre.org.uk)).