

LEARNTEC '26 - Worksheet for submissions

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LEARNTEC

5 – 7 May 2026
Karlsruhe Trade Fair Centre

Use this worksheet to create your proposal before submitting it to our [Call for Papers portal](#).

This worksheet will help you with the following:

1. Review and develop the requirements for your proposal before you enter it into the system.
2. You can easily share your proposal with others to solicit feedback.

Please download a copy of the worksheet, complete it and then upload your document to the [tool](#).

Please name the document as follows: Last name_Subject_Date.



1. General information

Title (max. 50 characters)

Type of submission (lecture, workshop, etc.)

Topic focus (one sentence):

Topic Importance – Why is the topic relevant?

Target group

Knowledge level of the lecture/workshop (beginner, advanced, expert, etc.)

Language of the lecture/workshop : ☐ German ☐ English

Description of the lecture/workshop content (max. 2.500 characters):

3 Learning Outcomes/Objectives:



2. Speaker

Name/Title/Position of the speaker (max. 2 People)

Contact details

Participating for the first time ☐ Participating once again ☐

Experiences of the speaker (max. 1.500 characters):

Has the presentation been given before? If yes, at which event/on which occasion?



Any questions?

Please feel free to contact Tamara Frankenhäuser at any time:

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