

Conference Regulations

§1 General provisions

1. This document constitutes the rules and regulations of Research Week - Doctoral Candidate Day - Lightning talk hereinafter referred to as the Conference, which will be held on March 15, 2024, in the Alchemium Senate Hall of Lodz University of Technology (building A34), 114 Zeromskiego Street.
2. The following terms used in these Regulations shall mean:
 - a. Organizer: Self-Government of Doctoral Students of Lodz University of Technology;
 - b. Conference: Research Week – Doctoral Candidate Day – Lightning
 - c. Evaluation Committee: a committee evaluating presentations appointed by His Magnificence the Rector
 - d. Participant: a second-cycle student of Lodz University of Technology or a doctoral candidate of the Interdisciplinary Doctoral School of Lodz University of Technology whose application has been accepted by the Evaluation CommitteeThere are two types of participation:
 - active — the Participant meets all the conditions referred to in §2 (2) and has the right to present the submitted topics in the form of an oral presentation or a poster;
 - passive — the Participant fulfills all the conditions referred to in §2 (3) and does not have the right to give a presentation.
3. The Organizer reserves the right to make changes to the program of the Conference and undertakes to publish up-to-date information on the website.
4. The conference includes oral presentations in Polish and English
5. The conference is interdisciplinary.
6. The provisions of these Regulations form an integral part of the application for participation in the Conference and apply to all Participants.
7. All deadlines contained in these Regulations are mandatory and non-extendable.

§2 Registration of participation

1. The conference is addressed to second-cycle students, participants of doctoral studies, doctoral candidates of the Interdisciplinary Doctoral School of Lodz University of Technology.
2. The conditions for active participation in the Conference are:
 - a. For doctoral candidates of the Interdisciplinary Doctoral School of Lodz University of Technology, sending by electronic means, until March 10th, 2024, the application form available at <https://forms.office.com/e/9WN3MXQLRx> ; and its acceptance by the Evaluation Committee
 - b. For second-cycle students of Lodz University of Technology, sending by electronic means, until March 10th, 2024, the application form available at <https://forms.office.com/e/WwMzjvmK8Y>, and its acceptance by the Evaluation Committee
3. The condition for passive participation in the Conference is registration of participation through Research Week registration system <https://voxellab.pl/researchweek/>
4. The organizer has the right to extend the registration deadline. The possible decision will be posted on the Organizer's website.
5. Each Participant may submit only one proposal for a conference speech of a scientific research or review nature.

6. The participant undertakes to complete the application form correctly and in accordance with the factual state.
7. The Organizer shall not be liable for any damages resulting from entering incorrect data of the Participant in the form.

§3 Proceedings

1. The proceedings in English shall take place at the place designated by the Organizer.
2. The duration of the oral presentation is 3 minutes per presentation.
3. The block moderator may shorten the presentation time in extraordinary situations.
4. Participants are required to copy their presentations to a computer in the conference room before the block begins.
5. The participant is obliged to comply with the regulations in force on the premises where the Conference takes place.
6. The participant bears full responsibility for the destruction of property on the premises where the Conference takes place.

§5 Conference abstract

1. In case of application for active participation, the Participant sends an abstract of their speech by March 10th, 2024, as part of the form
2. The participant bears full responsibility for the content contained in the conference abstract.
3. Abstracts are subject to evaluation by the Evaluation Committee, which will select the best abstracts for admission to the Conference.

Final provisions

1. The Participant's application to participate in the Conference is tantamount to acceptance of these regulations and the consent of the Participant to the processing of their personal data by the Organizer on the terms resulting from the generally applicable legal provisions.
2. Detailed information on the processing of your personal data can be found on the website <http://dokt.p.lodz.pl/informacja-administratora>
3. The Organizer reserves the right to cancel, postpone or change the format of the Conference online in the event of circumstances beyond its control.
4. These Regulations shall enter into force on the date of their publication on the Organizer's website.
5. The Organizer has the right to change the provisions of the Regulations. Changes come into force as soon as they are posted on the website.
6. Any possible changes to the Regulations will be announced on the website of the organizer.
7. Disputed issues not covered by these Regulations shall be resolved by the Organizer.

§7 Consent to use the image

1. During the Conference, the Organizer may conduct photo sessions and film its course for the purposes of documentation, promotion and advertising of the Organizer.
2. Participation in the Conference is tantamount to expressing free of charge, unlimited in quantity, time or territory, consent to the free use, processing, reproduction and repeated dissemination of the image of the participant captured in the photographs taken during the Conference without the need for their approval each time, for the purposes of information, promotion and advertising of the Conference. The above consent is unequivocal in the fact that photographs and recordings made during the Conference may be placed on the Internet, including in particular on the Conference website at <http://dokt.p.lodz.pl/> and on open, closed and social networks Facebook, Instagram, etc.

§8 Information clause concerning the processing of personal data by the Organizing Committee of the 10th Outbound Scientific Session of Doctoral Candidates of Lodz University of Technology (ICTUL)

1. The data administrator is Lodz University of Technology with its registered office in Łódź (90-924) at Żeromskiego 116.
2. The administrator can be contacted via www.p.lodz.pl or in writing to the address of the administrator's registered office.
3. The Administrator has appointed a data protection officer, whom you can contact via email rbi@adm.p.lodz.pl. The Data Protection Officer can be contacted in all matters concerning the processing of personal data and the exercise of the rights of data subjects under the GDPR.
4. Your data will be processed in order to fulfill the legal obligation incumbent on the controller referred to in Article 13 and Article 14 of the Regulation of Parliament of 27 April 2016 on the protection of individuals with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (hereinafter referred to as the GDPR Regulation).
5. Your personal data may be made available to entities under separate provisions of general law.
6. The data will be processed for the period necessary to settle the matter in question in the entity.
7. You have the right to access your data and the right to request their rectification and deletion after the period referred to above.
8. You also have the right to lodge a complaint with the President of the Personal Data Protection Office. President of the Personal Data Protection Office
Address: Stawki 2, 00-193 Warsaw; Phone: 22 860 70 86
9. The provision of personal data by you is voluntary, and their transfer to the units of Lodz University of Technology is carried out on the initiative of the person who is interested in its realization.

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