

I. Details of event

- **topics**

- **audience / target groups**

- **speakers**

- **formats**

- **internet address of event and/or**

- **links to event documentation (if applicable)**

II. Information on your contribution(s)

- Please describe briefly the contents of your poster, paper or presentation

III. Highlights of the event

- From your professional point of view, please indicate the most interesting contents discussed, statements made and/or insights gained during the event

IV. Best practice

- Please tell us about any best practice examples presented at the event that may be relevant to the professional community in your home country

V. Post production: implementation and dissemination

- Finally, please tell us what you will take with you from the event i.e. what you may follow up and implement in your own work / in your own library
- Let us know briefly how you will share the information gained through participation in the event with your professional community