



Expressions of interest for ihe2018 iPads in Higher Education international conference

This call is for expressions of interest for the third International Conference on the use of iPads in Higher Education (*ihe2018*). The first *ihe2014* was held in Paphos (Cyprus) in March 2014, and was attended by about one hundred participants. *ihe2016* was hosted by the University of San Francisco and was attended by over one hundred delegates. Following on from the successes of *ihe2014* and *ihe2016*, we would like to invite expressions of interest for *ihe2018*. Expressions of interest from groups of higher education institutions will be given preference.

Please provide a proposal with the following information:

1. The organisation(s)

Brief description of the profile of the organisation and experience in organising similar events.

2. Budget

A tentative budget forecast of costs and revenues expected including registration fees and potential sponsors. There is no fee for the award of organising the conference and no percentage is required back from any potential surplus.

Please include in the budget free full registration for five (5) committee members (This number is a maximum and may be reduced by persons unable to attend). If you so require, we can recommend a company for the management of the event (non-academic).

3. Conference venue

Briefly describe:

- Address, location (name of city), conference space, meeting rooms, capacity, availability of technical support.
- Conference dinner/meals/breaks/coffees options. Robustness of network.
- Will the conference venue and accommodation be in the same or different locations? If in different locations, describe the transportation arrangements anticipated.

4. Accommodation

Please briefly provide a range of options, name(s)/location(s), number of rooms, cost range of rooms, group rate options, proximity to conference venue.

5. Transportation

Please briefly describe transportation to/from airport/train terminals/other, local transport options, and closest airport as well as indicative prices of airfares.

6. Key attributes of conference location and venue(s)

Briefly describe the advantages of the location and potential activities for delegates.

7. Dates for the conference

The preferred time for the conference is the last two weeks of March. However, alternative dates can be considered due to mitigating factors such as the local weather.

8. Primary contact name(s) and contact information

A preliminary list of names of members of the local organising committee and their responsibilities.



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Please note

a) Expressions of interest do not need to exceed four-five (4-5) pages and ideally should address all eight (8) headings listed above.

b) The deadline for expressions of interest is the last day of June 2016.
The final decision will be communicated to the successful bid by the end of September 2016.

c) Only full papers (not abstracts only) will be accepted for consideration, and the successful bid will need to arrange for submitted papers to be reviewed.

d) Please forward related enquiries and expressions of interest to: nicos.souleles@cut.ac.cy

Dr. Nicos Souleles
On behalf of the ihe steering committee
ipadsinhe.org

April 2016