

Important Dates and Deadlines

25 February 2021

- Submission of Congress Website Banner to be published in March

7 April 2021

- *“Early registration deadline”*
- Submission of mail blast to be sent out two weeks after early registration deadline

20 April 2021

- Access links to Content Management System (CMS) for Industry Network Area will be sent out
- Request of individualisation of Industry Network Areas must be sent to industry@ean.org
- Submission of technical production details for Industry Sponsored Sessions
- Delivery of inserts as preview .pdf for Congress Packages and all other promotional material artworks
- Submission of technical production details for Industry Sponsored Sessions

3 May 2021

- Deadline for submission of **final** programmes of industry sponsored sessions
- Delivery deadline for high resolution company logos and company descriptions to be included in the congress publications
- Delivery deadline for submission of PDF Invitation for mail blast to pre-registered participants
- Latest acceptance of acceptance of print ready files to our printing partner

5 May 2021

- *“2nd deadline for reduced registration fee”*
- Submission of mail blast to be sent out two weeks after 2nd deadline
- Arrival of printed Congress Kit inserts if printed with external supplier
- Submission of concept for blocking of User Groups to industry@ean.org

27 May 2021

- **Industry Network Area:**
- Submission of all content for the Industry Network Area for approval via EAN via CMS
- Submission of all content for the Industry Network Area marked with “mail” via industry@ean.org
- **Sponsorship Items:**
- Submission of all digital artworks for the Virtual Congress Platform
- Submission of mail blast to be sent out two weeks before beginning of the Congress
- **Industry Sponsored Session:**
- Individual Livestream Branding artworks submission to industry@ean.org
- Live Ticker | Web-Push | Social Media Boosts templates to be submitted to industry@ean.org
- Submission of Polling | Entrance/Exit Polling
- Submission of “Show Flow Template” for Industry Sessions to industry@ean.org

- Submission of supplements via Group Upload System
- Submission of individual evaluation forms
- Submission of promotional material to be approved by EAN.
- Submission of own produced Pre- Recordings for Industry Sponsored Sessions

15 June 2021

- Industry Network Areas will be published on the Virtual Congress Platform
- Congress Participants have received the Congress Package (first come – first serve; max 4.500)

19 - 22 June 2021

- 7th Congress of the European Academy of Neurology