

# IUPESM 2018

## Progress Report

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**DATE :** December 2016

**FOR :** International Union for Physical and Engineering Sciences in Medicine

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## IUPESM 2018

### 1.1. *Congress Venue*

Date of the Congress: June 3 – 8, 2018.

The choice of this date has been made with respect to other conferences in BME and MP Fields.

Reservation of the Prague Congress centre

Reservation can be updated on base of actual needs and options.

### 1.2. *Development of the WC 2018 Sponsorship*

#### **Database**

IUPESM 2015 Toronto – database has been prepared from all contacts from this congress and updated, other available contacts from all committees members has been completed

#### **Preparation of Sponsorship Prospectus**

The first draft with wide range options of the sponsorship packages and other possibilities has been completed with the general information about Congress Venue and other information for potential exhibitors and sponsors.

#### **Next steps to follow:**

Mailing on base of prepared database

Follow up based on mailing

Negotiation with companies who are interested

Contracts with sponsors and exhibitors

### 1.3. *Development of all Publicity activities – promotion, press releases, press conferences, announcements ...*

#### **Preparation Promotion plan 2016**

List of events/congresses and conferences which target to the same participants and the list of scientific journals.

- We have approached over 18 /conferences/congresses to cooperate on promotion of IUPESM 2018
- We sent over 2 200 leaflets to the similar events all over the world.
- We have prepared the list of scientific journals to be contacted regarding placement of information or an advertisement for the Congress. Those journals are now being contacted.

#### **Preparation of new leaflets with main topics**

#### **Leaflets were sent to:**

**MEDICON 2016-** XIV Mediterranean conference on Medical and biological engineering and computing, 31. 3. - 2. 4. 2016, Cyprus, Paphos, 250 pcs

**BioNanoMed 2016** - 7th International Congress Nanotechnology in Biology & Medicine, 6. - 8.4.2016 Austria, Krems, 170 pcs

**ISBI 2016** - International Symposium on Biomedical Imaging: fromNano to Macro, 13.- 16. 4. 2016, Czech Republic, Prague, 100 pcs

**ESTRO 2016** -European SocieTy for Radiotherapy&Oncology, 29.4. - 3. 5. 2016, Italy, Turin, 250pcs

**CMBEC29** - The Canadian Medical and Biological Engineering Society, 24. - 27.5.2016, Calgary, Canada, 250pcs

**ICBEB 2016** - The 5th International Conference on Biomedical Engineering and

Biotechnology (ICBEB 2016), 1. - 4. 8. 2016, China, Guangzhou, 200 pcs

**ECMP 2016**-1st European Congress of Medical Physics 2016,

1.- 4. 9. 2016, Greece, Athens - Advertising in the Final Programme

**DGMP** - 47th Annual Meeting of the German Society of Medical Physics,

7.- 10. 9.2016, Germany, Würzburg , 100 pcs

**ICBME 2016** - The 16th International Conference on Biomedical Engineering,

7. - 10. 12. 2016, Singapore, 500 pcs

**ICI 2016 Meeting** - International Conference for Innovations in Cardiovascular Systems (Heart, Brain and Peripheral Vessels) and High-Tech Life Science Industry,

4. - 6. 12. 2016, Tel Aviv, Israel, 300 pcs

**ICMP** - 22nd International Conference on Medical Physics 2016,

9. -12. 12. 2016, Thailand, Bangkok – (slide in all conference rooms)

**1.4. *Abstracts, full papers – numbers of submitted, reviewed and accepted full papers and abstracts***

Nothing to report at the moment

**1.5. *Development of the Scientific programme - themes, tracks, topics, special events, workshops, symposia .....***

**Main Topics**

- 1 Diagnostic Imaging
- 2 Image Processing
- 3 Information Technology in Healthcare
- 4 Modelling and Simulation
- 5 BME and MP Education, Training and Professional Development
- 6 Patient Safety
- 7 Accreditation and Certification
- 8 Health Technology Assessment
- 9 Biosignals Processing
- 10 Biomechanics, Rehabilitation and Prosthetics
- 11 Minimum Invasive Surgery, Robotics, Image Guided Therapies, Endoscopy
- 12 Diagnostic and Therapeutic Instrumentation
- 13 Micro- and Nanosystems, Active Implants, Biosensors
- 14 Neuroengineering, Neural Systems
- 15 Biomaterials, Cellular and Tissue Engineering, Artificial Organs
- 16 Assistive Technologies
- 17 Biological Effects of Electromagnetic Fields
- 18 Radiation Oncology Physics and Systems
- 19 Dosimetry and Radiation Protection
- 20 Advanced Technologies in Cancer Research and Treatment
- 21 Biological Effects of Ionizing Radiation

**1.6. *List of main topics chairs, invited speakers and main topics keynote speakers is nearly complet now***

**1.7. *Webpage, social media (<http://www.iupesm2018.org/>)***

The webpage and the Facebook page have been prepared.

At present, they contain the following folders:

- Main topics
- Contacts for communication
- Reasons why to come to Prague
- Visiting Prague
- News
- Useful links
- List of COC members

The webpage is linked to Twitter.

**1.8. *Development of th IUPESM, the IFMBE and the IOMP special events , chairs***

Nothing to report at the moment

**1.9. *Development of the Social programme – receptions, public lectures, accompanying persons activities...***

The Žofin Palace has been booked for the gala dinner.

**1.10. *Printed matters***

Leaflets (Main Topics and Reasons why to visit IUPESM 2018)

Web banners to be placed on the following websites:

[www.icbme.org](http://www.icbme.org)

<http://2016.icimeeting.com/related-meetings/>

**1.11. *Current Registration – by countries, by BME or MP classification***

COC defined the registration fees

**1.12. *Registration fees collected***

**1.13. *Congress materials***

At this moment, only materials listed in 1.3 paragraph have been prepared

**1.14. *Signage***

Nothing to report at the moment

**1.15. *Budget updates , updated accounts***

Supporting Agency GI will update the \budget and COC will approve and check the congress budget based on the IUPESM Contract

**1.16. *Detailed Contact information list (CCC, COC, committee chairs)***

COC

[coc@iupesm2018.org](mailto:coc@iupesm2018.org)

### 1.17. *Congress organisation –actions and activities*

The COC has been established.

**Structure of COC:**

**Co-Chairmen:**

Jaromír Cmíral (BME)

Libor Judas (MP)

**Secretaries:**

František Lopot (BME)

Karel Nechvíl (MP)

**Co-Chairs of Financial Committee:**

Martin Mayer (BME)

Vít Richter (MP)

**Co-Chairs of Scientific Committee:**

Lenka Lhotská (BME)

Lucie Súpová (MP)

**Promotion Officer:**

Martina Nováková - for both fields (BME, PM)

**Chairman of Publication Committee:**

Vladimír Mařík – for both fields (BME, PM)

#### ***Meetings of COC WCMPBME 2018***

##### ***January 21, 2016 (11<sup>th</sup> meeting)***

- Finalisation of following 3 documents:
- Main Topics Chairs: Duties and Responsibilities
- Point of view, commentary to Contract
- 1<sup>st</sup> Report for IUPESM

##### ***February 25, 2016 (12<sup>th</sup> meeting)***

- Authorization of L. Lhotska for representation in the Medicon Conference in Cyprus and to dealings with CCC IUPESM and AC IFMBE
- Preparation of materials for promotion of the Congress at the Cyprus conference
- Terminology and hierarchy of main topics = tracks discussed
- Discussed co-chairs and their roles
- Discussed key words for abstracts submission for inclusion into individual tracks
- New leaflets with the same order of topics as on the website

##### ***April 21, 2016 (13<sup>th</sup> meeting)***

- Report on meetings between L. Lhotska and representatives of IUPESM in Cyprus
- Status of occupation local and international main topics co-chairs
- Finalisation of commentaries to the Contract
- Responsibilities and rights of FC members
- Items of Budget checking
- Task schedule checking
- Preparation of one page leaflet with main topics for advertisement in journals
- Preparation of a document with tasks for each member of COC incl. deadlines

##### ***April 28, 2016 (14<sup>th</sup> meeting)***

- Tasks checking
- New main topics for MF – 2 new topics defined
- Finalisation of local MTCC Finalisation of local MTCC for MF – deadline May 15
- MZ Biomaterials – deadline May 15
- Information about updated budget
- New prices of hotel near the PCC in the budget
- On base of actual prices of hotel Corinthia Towers and Holiday Inn Information about sponsorship plans and deadlines
- Checking tasks schedule and congress preparation

- New items added – communication with sponsors and preparation of sponsorship brochure
- Web updating continuously
- No registration fees for invited speakers – max 30 persons – update the budget
- Promotion plan
- List of journals for congress promotion
- Checking prices of advertisement
- Update of COC structure
- Others
- All meetings memo will be distributed also to GI

***June 29, 2016 (15<sup>th</sup> meeting)***

Main point Contract with IUPESM (draft contract 6)

***October 18, 2016 (16<sup>th</sup> meeting)***

- Tasks checking
- Updating of task schedule
- Table with tasks of each COC member with deadline ready and distributed
- Status of Main topics chairs and keynote speakers
- Keynote speakers – program leadership – no fee
- Final version of the Contract with IUPESM
- Signed and sent to IUPESM
- Updating Budget – will be prepared by GI Others
- Information about the congress for academy field will be prepared Brochure for partner's first draft