



# Affiliated Independent Events

Tuesday, March 11, 2014  
4.30pm - GMT

Idun Strand, Junior Programme Officer

# Agenda

1. What is an Affiliated Independent Event?
2. How to apply for AIE status?
3. Promotion of approved AIEs

# What is an Affiliated Independent Event?

## **An AIE is an event that:**

- Is independently organized and supplements the AIDS 2014 conference programme
- promotes/supports the [objectives](#) and [values](#) of AIDS 2014 and address HIV/AIDS, co-infections or issues faced by individuals or organizations responding to the epidemic
- takes place in or around Melbourne, but outside of the conference venue (MCEC)
- takes place at times outside the official conference programme

# A few examples of AIDS 2014 Affiliated Independent Events

- **AIDS Ride 2014**

- Bike marathon connecting the International AIDS Conferences



- **LIVE WITH IT**

- Cross-arts performance about PLHIV and their experiences living with the virus

**PHILLIP  
ADAMS  
BALLETLAB**

- **6th International Workshop on HIV Pediatrics**

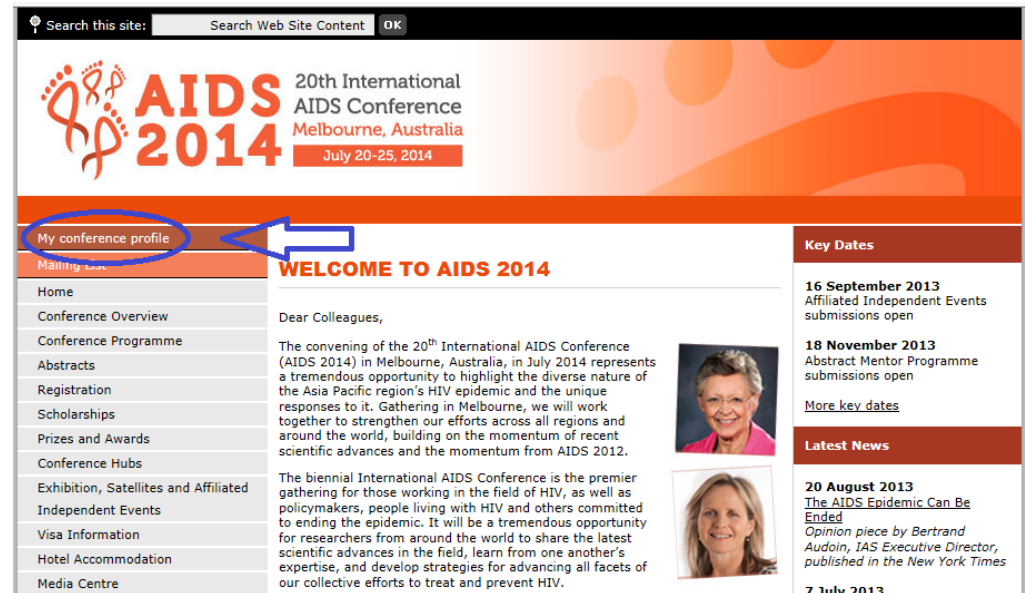
- Abstract-driven workshop to cultivate better treatment methods and strategies for infants and children



# How to apply for AIE status?

1. Create a conference profile - <http://www.aids2014.org>

Click on “My conference profile” at the top left section of the conference website



Search this site: Search Web Site Content OK

**AIDS 2014** 20th International AIDS Conference  
Melbourne, Australia  
July 20-25, 2014

**My conference profile**

Home

Conference Overview

Conference Programme

Abstracts

Registration

Scholarships

Prizes and Awards

Conference Hubs

Exhibition, Satellites and Affiliated Independent Events

Visa Information

Hotel Accommodation

Media Centre

**WELCOME TO AIDS 2014**

Dear Colleagues,

The convening of the 20<sup>th</sup> International AIDS Conference (AIDS 2014) in Melbourne, Australia, in July 2014 represents a tremendous opportunity to highlight the diverse nature of the Asia Pacific region's HIV epidemic and the unique responses to it. Gathering in Melbourne, we will work together to strengthen our efforts across all regions and around the world, building on the momentum of recent scientific advances and the momentum from AIDS 2012.

The biennial International AIDS Conference is the premier gathering for those working in the field of HIV, as well as policymakers, people living with HIV and others committed to ending the epidemic. It will be a tremendous opportunity for researchers from around the world to share the latest scientific advances in the field, learn from one another's expertise, and develop strategies for advancing all facets of our collective efforts to treat and prevent HIV.

**Key Dates**

**16 September 2013**  
Affiliated Independent Events submissions open

**18 November 2013**  
Abstract Mentor Programme submissions open

[More key dates](#)

**Latest News**

**20 August 2013**  
[The AIDS Epidemic Can Be Ended](#)  
*Opinion piece by Bertrand Audoin, IAS Executive Director, published in the New York Times*

**7 July 2013**

# How to apply for AIE status? (cont)

- A new window will appear.  
Go to “Create new profile”, enter your email address (1) and click on “New” (2)
- You will be directed to a form. Follow the instructions that appear on the right of each field and fill in all \* fields.

**AIDS 2014** 20th International AIDS Conference Melbourne, Australia July 20-25, 2014 www.aids2014.org

## My Conference Profile

### Welcome to the Conference Profile

Please sign in to access the following services:  
Abstract Submission • Abstract Mentor Programme • Registration • Tours booking • Accommodation Booking • Scholarship • Affiliated Independent Events • Flights

**Profile from previous IAS or AIDS Conferences:**  
If you already created a conference profile for IAS or AIDS conferences it will still be active and you should not create a new one. Use your Sign in details in the "Sign in to Profile" box below.

If it is the first time that you use the conference profile system you must create your profile.

If you are or have been an IAS member you can use your IAS Username and IAS Password to create your profile. This will enable your conference profile to be automatically filled with your personal information.

**If you already created a conference profile for IAS or AIDS conferences it will still be active and you should not create a new one. Use your Sign in details in the "Sign in to Profile" box below.**

Do you need help to create a conference profile? Click [here](#) to download a tutorial.

#### Sign in to Profile

E-mail address

Password

Forgotten your password? Enter your e-mail address above and then click [here](#).

#### Create new Profile

E-mail address  
1

2

#### IAS Member Sign In

IAS Username

IAS Password

Forgotten your IAS username or IAS password? Click [here](#).

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# How to apply for AIE status? (cont)

- Click “Save/Update” to save your details.
- Congratulations, you have now created your conference profile!
- Click on the tabs within your conference profile to access applications and information. If you need to change any of your details, click on “User details”.

The screenshot displays the 'My Conference Profile' page for the 20th International AIDS Conference 2014. The page is signed in as 'Idun TEST' and includes navigation links for 'User details', 'Overview', 'Contact us', and 'Sign out'. The profile is organized into several sections, each with a status message:

- Affiliated Independent Events:** You have not applied for an Affiliated Independent Event.
- Abstract Submission:** You have not submitted any abstracts.
- Registration:** You have not registered.
- Accommodation Booking:** Accommodation booking is open.
- Tours Booking:** Tour booking is open.
- Flights:** (No status message visible)
- Workshops Submission:** You have not submitted any workshop proposals.
- Scholarships:** You have not applied for a scholarship.
- Programme Activities Submission: Global Village and Youth:** You have not submitted any programme activity proposals.

# How to apply for AIE status? (cont)

- At the top of the list you will find the AIE tab. Click on the tab and then find the link: *'click here to apply for an Affiliated Independent Event'*

The screenshot displays the 'Affiliated Independent Events' section of the AIDS 2014 website. The 'Affiliated Independent Events' tab is highlighted with a blue oval. Below the tab, there is a green box stating 'You have not applied for an Affiliated Independent Event.' and a green box stating 'You have not applied for an Affiliated Independent Event.' A link 'Click here to apply for an Affiliated Independent Event' is circled in blue. The page also includes a note about the guidelines and criteria for AIE events, and a link to the website 'http://iset.aids2014.org/'. Below the AIE section, there is a list of other event categories: Abstract Submission, Registration, Accommodation Booking, Tours Booking, Flights, Workshops Submission, and Scholarships, each with a corresponding status message.

Event Category	Status
Affiliated Independent Events	You have not applied for an Affiliated Independent Event.
Abstract Submission	You have not submitted any abstracts.
Registration	You have not registered.
Accommodation Booking	Accommodation booking is open.
Tours Booking	Tour booking is open.
Flights	
Workshops Submission	You have not submitted any workshop proposals.
Scholarships	You have not applied for a scholarship.



# How to apply for AIE status? (cont)

## Personal Details

- Automatically completed based on information from the conference profile – becomes point of contact for the AIDS 2014 secretariat

## Event Organizer

- Basic information about the organizing group/organization

Personal Details (from Conference Profile)	
First name	Idun
Last name	TEST
Gender	Female
Organization name	
Mailing address	abcdefgh
Zip	1010
City	Geneva
Country	Switzerland
Email address	idun.strand@gmail.com
Main Phone Number	
Mobile number	
Fax number	
Event Organizer	
Organization	<input type="text"/>
Mailing address	<input type="text"/>
Zip	<input type="text"/>

# How to apply for AIE status? (cont)

## Event Description

- Event type
- Event name
- Event description
- Contact email
- Event website
- Event/organisation logo
- Target audience
- Number of expected attendees
- Event location

**Event Description**

Event type

Event name

Event description  
Please describe your event in under 150 words. This description will be included in the publication of the Affiliated Independent Event on the AIDS 2014 webpage and in the printed programme.

Event contact e-mail

Website

Event logo   
The logo must not exceed 800 X 600 pixels.

Target audience

Number of expected attendees

# How to apply for AIE status? (cont)

## Scheduling

AIEs *cannot* take place during the official conference hours as they should be a supplement to the programme, and not in competition with it.

### Scheduling of Affiliated Independent Events

Affiliated Independent Events must be held **outside the official conference hours.**

Affiliated Independent Events may take place according to this schedule:

#### Pre-AIDS 2014

Saturday 19 July 2014 or earlier

#### During AIDS 2014

Sunday	20 July 2014	ending prior to 09h00 or after 21h00
Monday	21 July 2014	ending prior to 08h00 or after 20h30
Tuesday	22 July 2014	ending prior to 08h00 or after 20h30
Wednesday	23 July 2014	ending prior to 08h00 or after 20h30
Thursday	24 July 2014	ending prior to 08h00 or after 20h30
Friday	25 July 2014	ending prior to 08h00 or after 20h30

#### Post-AIDS 2014

Thursday 26 July 2014 and after

# How to apply for AIE status? (cont)

Click, drag down and drop to enter an event time. You will then be asked to confirm your selection.

The screenshot displays a calendar interface for July 2014. The main area is a grid with columns for days (samedi 19 juillet, dimanche 20 juillet, lundi 21 juillet, mardi 22 juillet, mercredi 23 juillet) and rows for time slots from 00:00 to 23:00 in 30-minute increments. A green bar is positioned over the 07:00 slot on Tuesday, July 22nd. A blue dialog box is open over the 14:00 slot on Saturday, July 19th, and another is open over the 21:00 slot on Monday, July 21st. To the right, a smaller calendar view shows the month of July 2014 with the 21st highlighted.

# How to apply for AIE status? (cont)

*No event can be scheduled during conference hours. If you select a time during the Conference, the following error message will appear.*

The screenshot shows a calendar grid for the week of July 21-25, 2014. The time slots are listed on the left, from 00:00 to 18:30. A yellow highlight is visible in the 11:00-12:00 slot on Tuesday, July 22. An error message dialog box is overlaid on the calendar, with the following text:

Message from webpage

⚠ Affiliated Independent Events must be held outside the official conference hours

OK


# How to apply for AIE status? (cont)

Please read  
the Rules  
and  
Guidelines  
carefully

Comments/notes

I have read and fully understand the [Rules and Guidelines](#) for Affiliated Independent Events. \*

The AIDS 2014 Conference organizers reserve the right to approve or reject any Affiliated Independent Event application, and may decline a request, wholly or partially that, in its opinion, is not in keeping with the character or purpose of AIDS 2014. AIDS 2014 Conference organizers are not responsible for final content or the organization of any such event. The sponsoring company/organisation is responsible for any planning and/or any direct costs of their event such as food and beverage, room rental, audio-visual equipment, etc. The sponsoring company/organisation is responsible for the actions of its employees and/or agents. Failure of any company, non-profit organisation, or working group, and its agents or employees to follow these guidelines may result in the loss of the company, organization, or group's ability to register an Affiliated Independent Event at future AIDS Conferences.

**SUBMIT** 

[Back to profile](#)

You will receive a response within 2 weeks.  
**Submissions close 30 June 2014**

# Rules and Guidelines

## Important points to note:

- Individuals requesting event affiliation should be registered attendees for AIDS 2014
- The event information provided in the form will (once approved) be promoted on the AIDS 2014 website
- AIDS 2014 is not responsible for any costs incurred by AIE organizers
- Signs, banners and other promotional materials can only be posted in designated areas around the conference venue

# Communication


Online  
programme

Website

Social  
media



**Affiliated Independent Events List**




**International Workshop on Antiviral Drug Resistance: Meeting the Global Challenge**

4, 5, 6 June 2014  
(*Invite-only*)

[More information...](#) | [View event's website](#)


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**The Death of Kings**

15, 16, 17, 18, 19 July 2014  
(*Public*)

[More information...](#) | [View event's website](#)



**International AIDS Conference 2014** Timeline 2014

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5 people like this.

Write a comment...

**International AIDS Conference** shared a link February 10

Planning to attend AIDS 2014? Check out the various affiliated cultural, scientific and community events taking place in or around Melbourne!

Virology Education organizes the 6th International workshop on HIV Pediatrics, in Melbourne, Australia on 18 and 19 July 2014



**6th HIV Pediatrics Workshop 2014 - Virology Education**  
www.virology-education.com

Virology Education is proud to announce the 6th International workshop on HIV Pediatrics, in Melbourne, Australia on 18 and 19 July 2014

Like · Comment · Share 1



# For more information..

- Frequently asked questions:  
<http://aids2014.org/Default.aspx?pageId=656>
- List of current Affiliated Independent Events:  
<http://aids2014.org/Default.aspx?pageId=603>
- Contact email: [affiliatedevents@aids2014.org](mailto:affiliatedevents@aids2014.org)

# 4. Questions & Answers



# Next Webinar

## AUSTRALIAN IMMIGRATION, WHAT YOU NEED TO KNOW

Thursday, March 27, 2014  
7am AND 4pm - GMT

Sign up at <http://www.aids2014.org/webinars.aspx>