



## **FREQUENTLY ASKED QUESTIONS – EXHIBITORS – INSTITUTIONAL RESEARCH WEEK (IRW)**

**Q.** What time is the event and where?

**A.** The Research Week is a three-day event (7-9 November 2023) and the exhibitions will take place on the second day which is the 8<sup>th</sup> of November 2023.

**Q.** Where is the venue?

**A.** NUST Lower Campus, Auditorium 1, Wagner Street, Windhoek West.

**Q.** What time is the set-up for exhibitors?

**A.** Strictly before 07h30 all set-up must be complete.

**Q.** Can I attend the presentations?

**A.** Yes. All exhibitors are welcome to attend the event, especially the opening session. Feel free to extend the invitation to your respective networks.

**Q.** What is the size of the space available for each exhibitor?

**A.** A table size 1.5m x 2m will be available for each exhibitor.

**Q.** What are some of the items I should bring to the venue?

**A.** Banners, promotional items, tablecloths etc

**Q.** May I come for a site visit?

**A.** Yes, on Monday, 06<sup>th</sup> November 2023 between 10h00 – 11h00

**Q.** Is there Wi-Fi available at the venue?

**A.** Yes, Wi-Fi is available, the credentials will be shared on the day.

**Q.** Are there extension cables and/or plugs?

**A.** There are wall plugs at the venue but kindly bring your own extension cables.

**Q.** How can I provide feedback on the event?

**A.** A short Survey will be circulated after the event?

**Q.** Is there a central point for one to get more information about this event?

**A.** Yes, all the information will be uploaded on this link:

<https://www.nust.na/institutional-research-week>