

# Terms

## Use of Wheatbelt Science Hub Events Calendar

Wheatbelt Science Hub's events calendar aims to provide community members, schools, and organisations, with central access to STEM (science, technology, engineering, maths) events and activities taking place within the wheatbelt region of Western Australia.

Guidelines for using the events calendar:

1. The calendar can be used by any not-for-profit group or WSH sponsor to publicise a STEM related event or activity. Organisations may include community organisations, WSH partner organisations, WSH sponsors, government agencies, educational institutions, research agencies, and other not-for-profit groups.

2. Events and activities which can be advertised might include: community events, open days, displays, exhibits, seminars, workshops, training, conferences, field excursions, volunteer opportunities, research opportunities, information sessions, documentary screenings, expos.

3. Submissions to the calendar must be completed online. It is also recommended to upload a photo, as long as you have obtained permission to use the image, or it is royalty free, and/or appropriately acknowledged. You will be asked to provide:

- Your Name
- Your Contact Email
- Private Note [for our use only]
- Event Title
- Event Image [jpeg]
- Date
- Time
- Event Description
- Address

4. Once a submission has been received the event will be sent to Wheatbelt Science Hub for approval. Please allow up to a week for this process, pending further information that may need to be supplied. A representative from Wheatbelt Science Hub may need to contact you to clarify any details.

5. Wheatbelt Science Hub reserves the right to accept or decline calendar submissions on a case by case basis.

For all queries please contact Wheatbelt Science Hub via email: [discover@wheatbeltscience.org.au](mailto:discover@wheatbeltscience.org.au)