

Recommendations to Directors of Bad Honnef Physics Schools

General:

Choose your speakers carefully. Take only those known for first-rate teaching. Incorporate the next generation of scientists. Promote young female researchers.

Students are expecting clear SCHOOL CHARACTER. Hence set high value on basic introductions, elementary tutorials, general overviews and good didactics. Don't allow for presentation of recent research results in conference style. Coordinate talks thoroughly. Multiple repetitions of the same introduction or the same pictures are embarrassing.

SCHOOL CHARACTER is reflected in extended lectures (about 1 h) and by more than one talk presented by each lecturer (favourable: talks given on different days). No more than 15 lecturers are appropriate for a one-week school. See here the best-practice schedule:

Time	Sun.	Monday	Tuesday	Wednesday	Thursday	Friday	
8:00		Breakfast					
9:00-10:00		Lecture	Lecture	Lecture	Lecture	Lecture	
10:00-10:30		Discussion	Discussion	Discussion	Discussion	Discussion	
10:30-11:00		Coffee					
11:00-12:00		Lecture	Lecture	Lecture	Lecture	Lecture	
12:00-12:30		Discussion	Discussion	Discussion	Discussion	Discussion	
12:30		Lunch					
14:00-15:00		Arrival	Lecture	Lecture	Excursion	Lecture	Departure
15:00-15:30	Discussion		Discussion	Discussion			
15:30-16:00	Coffee		Excursion	Coffee			
16:00-18:30	Poster I, incl. short talks		Exercises	Excursion		Poster II, incl. short talks	
18:30	Dinner						
20:00	Kick-off talk			Evening talk			

Sticking together all over a day in our secluded venue is crucial for getting young students in touch with senior scientists. Therefore, urge your speakers to spend at least a few days at the Physikzentrum. Involve students by offering poster session. Max. 300€ for three poster prizes are available.

Before school:

The goal is to attract 60 - 90 students and young researches from all countries around the world. Hence timely advertising in the internet and within the community is crucial, as well as targeted announcement among relevant working groups.

Put into the web as soon as possible / available:

- the complete list of speakers, preferably with talk titles
- talk abstracts
- information on required student's knowledge
- good references on the subjects
- clear technical announcement on posters

During the school:

- create a casual and productive atmosphere
- allocate plenty time for discussions
- encourage students to ask questions to their heart's content
- distribute handouts before every lecture
- collect presentations and make them available on www
- encourage lecturers to visit the posters
- Pauli principle during the meals: No more than two lecturers at a table
- Find Voluntary participant(s) to write a short report within two weeks of the event, outlining the program, results and the benefits (max. 2.500 characters = 1 DIN A4 page). The report (in German!) will be published in Physik Journal and on the PBH website

Evaluate school via questionnaire provided by Physikzentrum

Convey your experiences, impressions, ideas for improvement to Victor Gomer