



## Terms of participation

InnoSuper - Innovation by Supervising  
A Helmholtz Transfer Academy for supervisors

## Terms of Participation

### 1. Mandatory Participation

1.1. Participation in the following modules of the InnoSuper program is mandatory: e-learning, workshops and coaching.

1.2. Participants must ensure that they are available on the days and at the times listed in the current program schedule before applying. The program schedule is available on the InnoSuper program website ([go.fzj.de/innosuper](http://go.fzj.de/innosuper)).

1.3. Participants who are unable to attend a course must inform the course organizer as soon as possible.

### 2. Confidentiality

2.1. The persons involved in the InnoSuper program (participants, trainers/coaches) are obliged to maintain confidentiality about the ideas expressed by the participants within the framework of the InnoSuper program regarding the use of knowledge and technologies, unless the owner of an idea expressly gives his/her consent.

2.2. The obligation of confidentiality applies in particular to exchange etc. with persons and organizations outside the participating research centers and extends beyond the end of the InnoSuper program, unless the owner of an idea expressly gives his/her consent.

2.3. The persons involved in the InnoSuper program may not use ideas of other participants for the use of knowledge and technologies unless the owner of an idea expressly gives his/her consent.

### 3. Certificate of participation

3.1. After participating in all modules of the InnoSuper program, participants receive a certificate as proof of their achievements.

3.2. Certificates of participation for individual modules are not issued.

### 4. Internal use of project information

4.1. Relevant information about projects within the InnoSuper program that are the subject of services provided by the transfer departments of the participating centers can be exchanged among the members of the departments and used by the departments to provide feedback and service offers to the participants.

### 5. Allocation of available places

5.1. The number of places available is limited. Applications from each center will be checked for formal criteria after the application deadline and places will then be allocated by lot.

5.2. If there are no more places available, the remaining registrations will be placed on a waiting list.

5.3. Applicants are obliged to inform the program coordinator immediately of the cancellation of their application so that applicants on the waiting list can be considered.



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### 6. Use of image and video recordings and participant information

6.1. During the InnoSuper program, photos and video recordings may be made for the purpose of internal and external communication. A corresponding declaration of consent will be presented to the participants for signature at the beginning of the first workshop. Consent to various selection options is possible, including:

- Print media (e.g. brochures, presentations, flyers, posters, press releases)
- Intranet and internet presence of the Helmholtz Centers and the Helmholtz Association
- Social media (e.g. LinkedIn)

6.2. By agreeing to the conditions of participation, participants agree that information about themselves and the projects in which they have participated may be used for the purpose of internal and external communication, provided that this does not affect section 2.

6.3. If participants do not wish to consent to the creation and/or use of photos, video recordings or other participant information, they must inform the program coordinator in advance.