

## WI-IAT 2023 Workshop/Special Session Proposal Template

### Heading

- Title of the workshop/special-session and acronym
- Proposed duration (half-day or full-day)
- Workshop/special session (co-)chair(s) name, affiliation and e-mail address
- Short CV of (co-)chair(s) including past experience in organizing workshops/special session and/or related events

### Introduction

- Abstract: one paragraph describing the workshop/special-session purpose (max. 200 words) • Scope and topics of the workshop/special session

### Motivation and Rationale

- Why the workshop/special session is related to WI-IAT 2022
- Why the topic is timely and important
- Why the workshop/special session may attract a significant number of submissions of good quality
- Why the workshop/special session may attract a large number of attendees, in addition to the authors
- Why the workshop/special session differs from others
- Related workshops and conferences of similar topics

### Workshop /Special Session Details

- Tentative committee lists (organizers, program committee, etc.)
- Expected number of participants and the expected number of submissions
- A short list of potential authors that are expected to submit papers to the workshop/special session
- A draft call for papers (max 1 page)
- A description of the publicity and promotion plan
- Workshop/special session format planned (keynote, expected number of presented papers, invited talks, panels, demonstrations, etc.)

Tentative Internal and External Schedule (Except adjustments by the Chairs to align all workshop/special session schedules)

- Submission deadline

- Review deadline
- Acceptance deadline
- Camera ready
- Program ready