

The 10th IEEE World Forum on the Internet of Things (IoT)

10–13 November 2024 // Ottawa, Canada

An In Person Event

Unleashing the Power of IoT with AI



Instructions and Considerations for Special Sessions Proposals

1. Considerations

- 1.1 IEEE WF-IoT2021 would like to invite researchers, scientists, and industrial engineers involved with the Internet of Things (IoT) to organize **Special Sessions** that will concentrate on emerging and important topics in IoT. A key aspect of Special Sessions is that they should be coherent, relevant to IoT, timely and informative, while not overlapping with the content of the traditional technical paper program.
- 1.2 **The deadline for Special Session Proposals is March 31st, 2024.**
- 1.3 The organizers, as part of the Special Session Track, can provide an overview of the topic area and invite other contributors to explore different facets of the chosen topic. We expect that these Special Sessions will raise visibility on topics of focused interest in particular scientific, technology, or application areas, establish synergies, and explore new opportunities.
- 1.4 The organizers can also designate one paper per session as a KeynoteTalk.
- 1.5 The submission of papers from industry to a Special Session is highly encouraged as is the organization of Special Sessions by industry.
- 1.6 The organizers of the Special Sessions are responsible for soliciting and selecting high-quality papers.
- 1.7 As part of the activity involved, the Special Session organizers are expected to issue a Call for Papers for their Special Session, and to actively pursue paper submissions.
- 1.8 **The deadline for paper submissions is May 15th, 2024.**
- 1.9 **Special Sessions will be scheduled during the conference in the week of November 10th – November 13th, 2024.**
- 1.10 If you would like to organize a Special Session, please follow the directions for submitting proposals.

2. Instructions for proposal submission

- 2.1 Please be prepared with all the material that you will need to make the proposal for a Special Session. That includes information about you as the Special Session Organizer (Chair) as well as information about your Co-Organizers and content for the Special Session. **Deadline March 31st, 2024.**
- 2.2 To enter the Special Session proposal, **you can send it via email to the Special Session Co-Chairs (see email contacts at the end of this email)** by March 31st, 2024. For the Special Session paper submission system, we will use EDAS and it will be linked from the authors/proposer's tab from the main conference website page at <https://wfiot2024.iot.ieee.org/> and follow instructions for a proposal submission.
- 2.3 The information about you and your Co- Organizers consists of: (1) Name and Salutation; (2) Institutional Affiliation; (3) Location; (4) Contact Information; (5) Your IEEE Membership Number if you are a member and your ORCID Number if you have one; (6) A recent high resolution headshot photograph in JPEG format; (7) a short biography (up to 250 words).
- 2.4 Special session information: (1) title for the Special Session for which you are making the proposal; (2) Key Words that are descriptive of the topic covered by the Special Session; and (3) short description and motivation of the Special Session (one page).
- 2.5 You will be issued a unique **Proposal ID** number upon completion of your submission. Please retain a record of the number as it will be used for notification of acceptance or rejection and subsequent steps.

Notification after Acceptance

2.6 Once the proposal has been evaluated you will be notified whether the proposal has been accepted or rejected. Accepted proposals will be notified and assigned a SpecialSession identifier and issued an invitation to Chair the Special Session and further instructions. If you need any further clarification or information, please contact one of the Special Sessions Committee Chairs:

Special Session Co-Chairs

Mohamed Ibnkahla, Professor, Carleton University, Ottawa, Canada, email:
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