IEEE R8 SYP Congress

Call for Proposals 2016

IEEE region 8

Content

Introduction.....2
The Job Description.....2
Submitting a Proposal.....2
Suggestions for a Great Proposal 2
Rules for Applying to Host the Region 8 SYP Congress.....3

Introduction

The IEEE Region 8 Student and Young Professional Congress (SYP Congress) is the biggest IEEE event for student members and young professionals in Region 8. If you feel up to it and want to host the 2016 edition of this prestigious and exciting event, then please don't hesitate to submit your proposal now!

The Job Description

- 5 days
- Summer 2016 (July, August)
- 400+ participants with diverse cultural background

Submitting a Proposal

The submission is a multi-stage process.

1st Stage

A first, optional two-A4 page proposal shall be submitted until 15th of April 2015. This proposal should include essential items as: date, location, team, why your SB, ideas for the program, etc. Based on this 1st stage proposal, we will provide valuable feedback and suggestions to make your final proposal shine! Please submit first proposal with subject "IEEE R8 SYP First Proposal-<Name of SB>" to r8sac@ieee.org

2nd Stage

The final proposal shall be submitted by 30th of June 2015. This proposal will be used to evaluate the ability of the candidate to host the IEEE R8 SYP Congress 2016. The final decision regarding the host of SYP Congress 2016 will be announced on 31st of July 2015. All deadines are firm! Please submit your proposal with subject "IEEE R8 SYP Final Proposal-<Name of SB>" to r8sac@ieee.org

Suggestions for a Great Proposal

- Present your city (history, sightseeing, ...)
- Show that you have a great team that is experienced enough for the job and that members of your team have participated in a previous edition of the Congress
- Show that you have the infrastructure to host the event, which includes:
  - housing
  - transportation + travel options
  - catering (keep in mind the diverse dietary needs)
  - facilities for workshops, panel sessions, ...
  - facilities for social events
  - Include a preliminary schedule
- Show that you have support from local organizations, companies and other entities (e.g., your IEEE section, IEEE chapters, your university, companies, local authorities, sponsors, etc ...)
- Include a budget estimation
- Be innovative and creative

For more information and advice on how to organise a Student and Young Professional Congress, please check [The SYP Congress Manual](#).

Rules for Applying to Host the Region 8 Student and Young Professional Congress

1. Proposals must comply with the requirements specified in the call for proposals.
2. The final proposal must not exceed 25 A4 pages. Support letters are not part of the 25 pages and may be added in an appendix.
3. The final proposal must be printable and only the information printable will be used for judging e.g. embedded movies or linked content will not be considered
4. If contestants do publicise their intention to submit a proposal, it must be in a way that makes it clear for an outsider that the final decision is still pending e. g. creatinga facebook page entitled “IEEE Region 8 Student and Young Professional Congress 2016 in XYZ” violates this rule, as some people might be led to believe that the SYP will actually be in XYZ. In general Region 8 SAC advises against creating an online presence prior to the final decision.
5. The proposals should and must remain private.

Failing to comply with any of those rules may result in the rejection of your proposal.

Krakow 2014, Madrid 2012, Leuven 2010, London 2008, Paris 2006, Passau 2004, Cairo 2002, Eindhoven 2000, Istanbul 1998