

# Conference Coordination training session at the IEEE Region 8 Committee meeting in Warsaw

*Nadezhda Kunicina*

*IEEE Region 8 Conference Committee member*

*1 of April 2022*

# Agenda

*About Conference Coordination*  
*Recommendations for Sections*  
*Recommendations for Applicants*  
*Conference Approval Process Region 8*  
*Best practice examples*  
*Q&A*



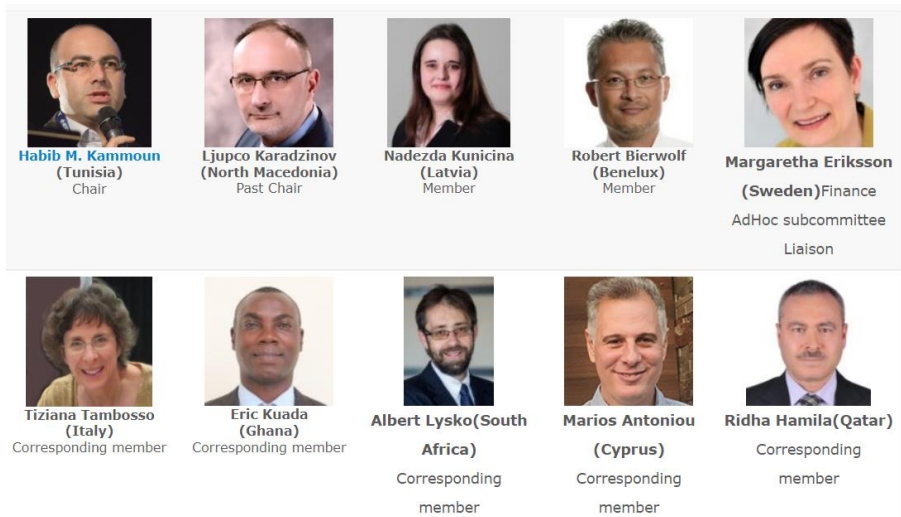
# R8 Conference Coordination Committee

**We are here to  
provide support ...**

**<http://conferences.ieeer8.org/>**

## ➤ Goals

- Timely review of the financial and technical co-sponsorship (TCS/FCS) requests
- Ensure success of the R8 flagship conferences: call for bids, support, oversight
- Ensure success of IEEE conferences TCS/FCS by the R8
- Increase the R8 visibility through conferences
- Support the sections' conference coordinators



# Recommendations

- Appoint Section's Conference Coordinator
- Increase your involvement in the society conferences organized in your country
- Give further benefits to your members through your conferences
- In your TCS/FCS conferences, always plan to organize:
  - IEEE Booth
  - Student Paper Contest
  - Industry oriented workshop
  - Standards workshop
  - Entrepreneurship Workshop
  - Humanitarian workshop
  - Professional and Education Activities

# Read before start:

## *Basic information:*

<https://ieeemce.org/planning-basics/>

<https://ieeer8.org/category/technical-activities/conference-coordination/>

## *IEEE conference application*

<https://www.ieee.org/conferences/organizers/conf-app.html>

## *IEEE Region 8 Sponsorship*

<https://ieeer8.org/technical-activities/conference-coordination/pages/sponsorship/>

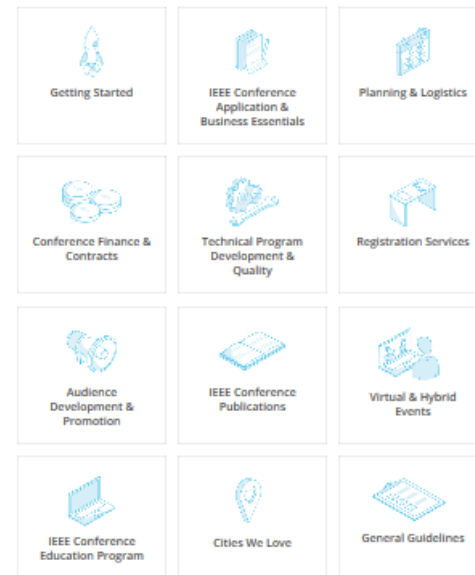
***Conference applications must be submitted before 10 months. Applications received after these deadlines most likely will not be approved***

### Everything You Need to Know

Whether you are a new organizer or a seasoned pro, learn the essentials for planning an amazing IEEE Conference.

### Let's Make It Happen

Find conference organizing guidance, information, resources, and training.



### Resources & Tools

Looking for a specific document, template, or form?  
Quickly find what you need in our searchable downloads repository.

[Find Your Materials](#)

# MGA Conference Sponsorship Process

Conference Organizer requests co-sponsorship from an IEEE entity

IEEE entity requires "Conference Quality Questionnaire" to be completed by Conference Organizer\*

IEEE entity uses the Conference Quality Questionnaire to evaluate the quality of the technical program

If IEEE entity desires to co-sponsor Conference, an MOU is created between the sponsoring parties and forwarded to the Section

If Section approves co-sponsorship, MOU is signed by the Section Chair and returned to sponsoring IEEE entity

Conference Organizer is notified of agreement to co-sponsor

MOU is executed by Conference Business Services in Piscataway NJ and conference is entered into IEEE Conference Database

Copy of MOU is forwarded to Region Director for information purposes

# Key Roles & Responsibilities

There are five key roles for any conference.

**General Chair:** Appointed by the sponsoring organization. Often responsible for selecting the conference location. Appoints the chairs of other committees that make up the conference committee.

**Finance Chair & Treasurer:** Depending on the size of the conference, a committee may be necessary to ensure all financial, tax, and audit requirements are met. Also responsible for the final audit, if required.

**Program Chair:** Ensures that a well-balanced, high-quality program is organized and presented at the conference. Handles the Call for Papers through the selection and review of every paper.

**Publications Chair:** Responsible for the coordination of conference content production (e.g., papers from special tutorial sessions or colloquia, summaries of conference papers, programs, etc.) and serves as the point of contact for all *Xplore*® submission-related inquiries before and after the conference.

Depending on the size and scope of the conference, chairs may establish committees for these activities.

## Please be advised that per IEEE Policy:

The term “IEEE” shall be used in the names of sole sponsored and co-sponsored conferences where IEEE is at least 50% financial sponsor (in total for all IEEE co-sponsors).

The use of the term “IEEE” could be used in the names of co-sponsored conferences in which IEEE is less than a 50% but at least a 25% financial sponsor (in total for all IEEE co-sponsors) (recommended but not required).

The term “IEEE” shall not be used in the names of co-sponsored conferences in which IEEE is less than a 25% financial sponsor (in total for all IEEE co-sponsors). This includes conferences in which IEEE is only a technical co-sponsor or is not a sponsor in any form.



# Budget

REVENUE	BUDGET	INTERIM REPORT	FINAL REPORT
6. Registration Fees	\$ 113000.00	\$ 0.00	\$ 0.00
7. Conf. Publicat. Sales	0.00	0.00	0.00
8. Exhibits	0.00	0.00	0.00
9. Social Event	0.00	0.00	0.00
10. All Other Receipts	0.00	0.00	0.00
11. Total Conf. Revenue	\$ 113000.00	\$ 0.00	\$ 0.00
12. Conference Loans	0.00	0.00	0.00
13. Total Receipts	\$ 113000.00	\$ 0.00	\$ 0.00
<b>EXPENSE</b>			
14. Management Services	0.00	0.00	0.00
15. Registration Expense	4000.00	0.00	0.00
16. Promotion	\$ 1150.00	\$ 0.00	\$ 0.00
17. Conf. Publicat.	1500.00	0.00	0.00
18. Exhibits/Vendors	0.00	0.00	0.00
19. Local arrangements	23750.00	0.00	0.00
20. Social Functions	40645.60	0.00	0.00
21. Administration	8000.00	0.00	0.00
22. Committee	8500.00	0.00	0.00
23. All Other Outlays	0.00	0.00	0.00
24. Total Conf Exp.	\$ 87545.60	\$ 0.00	\$ 0.00
25. Loan Repayments	0.00	0.00	0.00
26. Total Outlays	\$ 87545.60	\$ 0.00	\$ 0.00
<b>SURPLUS/(LOSS)</b>			
27. Surplus(Loss)-(Item 13 less Item 26)	25454.40	0.00	0.00

SPONSOR

JOIN US



## Conference Approval Process Region 8

# Conference Application



The world's largest technical professional organization for the advancement of technology

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[Home](#) > [Conferences](#) > [Organizers](#)

## ★ IEEE Conference Application

Thank you for visiting the IEEE Conference and Event Registration page. This application allows you to officially register your conference or event with IEEE. By completing the registration form you are taking significant steps toward planning a successful conference/event. Registration for your conference/event will take approximately 20-30 minutes to complete and you will need specific information.

Now is the time to gather some of the critical information that is required for the application such as: conference title, dates, location, website URL, IEEE/Non-IEEE sponsorship, technical program plans, vendor information and contacts.

If you are still in the planning process or would like assistance with submitting your form, please contact the Customer Relationship Management team at [ieee-crm@ieee.org](mailto:ieee-crm@ieee.org) and we will be delighted to help you with any of your conference or event needs. The CRM team can assign a mentor to your program to help you.

In order for your conference application to be approved, you will need approval of one or more IEEE Sponsors. Please visit the IEEE Societies and Communities home page:: <https://www.ieee.org/communities/index.html> for more information on possible sponsors. If you need help, please contact us at [ieee-crm@ieee.org](mailto:ieee-crm@ieee.org).

The IEEE Meetings, Conferences & Events team is committed to working with you to plan a successful conference or event. Here's wishing you the best of luck in your planning!

-IEEE Meetings, Conference and Events Team. [Why Conferences Matter - Find Your Community.](#)

I want to

Start a new application:

[Start](#)

Complete an application I started:

[Continue](#)

Find the status of a submitted application:

[Status](#)

>Please read the [IEEE Privacy Policy](#), and the [IEEE Data Access and Use Policy](#).

<https://www.ieee.org/conferences/organizers/conf-app.html>

IEEE Proprietary



IEEE

IEEE Region 8



# Conference Approval

Once a conference application is submitted MCE team reviews required information on the application and once the application is ready for approval an MOU is sent to conference sponsors listed on the application.

In the emailed MOU sponsors can:

- view details of the conference application by clicking on a link provided

- provide their decision on sponsoring the event

Conference Organizers or Geo Unit Leadership teams

*conference organizers or sponsors can view conference status on IEEE.org*

4/21/2021

IEEE Mail - MOU for your approval: 2021 IEEE MTT-S International Wireless Symposium (IWS) - #52775



Lukrecija LeLong <l.lelong@ieee.org>

**MOU for your approval: 2021 IEEE MTT-S International Wireless Symposium (IWS) - #52775**

1 message

conference-ops@ieee.org <conference-ops@ieee.org>  
To: mtt-approval@ieee.org

Mon, Apr 12, 2021 at 9:01 AM

Dear IEEE Microwave Theory and Techniques Society:

The Memorandum of Understanding (MOU) for 2021 IEEE MTT-S International Wireless Symposium (IWS) - # 52775, which is scheduled to begin on 23-May-21, has been created for your review and approval. Without your decision we will not be able to move forward with the next steps related to this event.

Upon review of the MOU you may choose to approve or decline and if needed, you can request additional information concerning this conference and the participating sponsors by [clicking here](#).

You may also review the Conference Application associated with this MOU by [clicking here](#).

The IEEE Meetings, Conferences & Events team is here to help. If you have any questions, please contact us at [mce@ieee.org](mailto:mce@ieee.org) and reference this Conference Title and Conference Record Number in the subject line.

Regards,

IEEE Meetings, Conferences & Events (MCE) | 445 Hoes Lane, Piscataway, NJ 08854 USA  
t: +1 855 340 4333 (Toll Free US & Canada) | +1 732 562 3878 (Worldwide) | [IEEE-MCE@ieee.org](mailto:IEEE-MCE@ieee.org)  
<https://www.ieee.org/conference-organizers>

IEEE - Advancing Technology for Humanity

# When Providing a Decision

Approve	Assistance / Information Needed	Decline
---------	---------------------------------	---------

Signatory Name:\*

Signatory Title:\*

Signatory Email Address:\*

Send

## Three options

Approve

Assistance/Information  
Needed

Decline



# Role of the Conference Coordinator

Section Chair is responsible for Conferences. Often the responsibility is given to the Conference Coordinator.

Ensure the conference application is complete and accurate

Verify technical quality

Verify to sponsors are reputable

Have direct dialogue with the organizer to make suggestions on areas for improvement

Vet the non-IEEE sponsor/s to ensure they are reputable

Send sponsorship approval recommendation to:

- Section Officers

  - Section Chair

  - Section Treasurer

  - Section Secretary

Send rejection notice if the sponsorship is not approved

# Two Processes Depending on a Sponsor

## Conference Sponsored by Region

IEEE MCE has individual email aliases for all 10 regions and once a year CRM does the outreach and requests list of MOU approvers for that specific region. Positions provided vary by the region.

Approval emails are sent to the region alias

## Conferences Sponsored by GeoUnits

Areas, Section, Subsection, Geographic Council, Chapter, Student Branch, Student Branch Chapter, Affinity Group, Student Branch Affinity Group

Approval emails are sent to the Geo Unit Chair, Vice Chair, Secretary and Treasurer, names and roles are pulled from Siebel into ICX.

Any of these 4 roles can provide approval.

# Region 8 Approval Requirements

All IEEE Conferences are required to have plagiarism screening in place. It is the responsibility of the Conference's Technical Program Chair. [crosscheck.ieee.org/similarity check](https://crosscheck.ieee.org/similarity-check).

At the minimum, one IEEE Region 8 section and one IEEE Society or one IEEE Local Chapter in the conference topic is involved in the conference program as technical co-sponsor.

The conference application should clarify how the sponsoring OU is involved in the program of the conference.

At the minimum, one technical program co-chair is a known IEEE society member (according to his/her expertise with IEEE papers publications) who have access to all reviews, participate in the papers acceptance process, and participate in developing the conference program.

At least 2 current or previous IEEE Region 8 committee members (Section Chairs, R8 Vice-Chairs, R8 Treasurers, R8 Secretaries, R8 Directors) are involved in the review process.

Registration fees must include reduced fees for IEEE members: a minimum of 10% and no other organization should receive a higher registration discount than IEEE.



# How to View Conference Status

## Conference Application Status

**Conference Title:** 2022 IEEE Green Technologies Conference (GreenTech)

**Record Number:** 52845

**Your Conference Application Status is:** In Progress

Cancel

View Conference Details

Conference organizers and sponsors can check on the conference application status by using following link

<https://www.ieee.org/conferences/organizers/conf-app.html>

Enter the conference title or record number next to "Find the status of a submitted application:" They will receive following screen

Click on "View

Conference Details" they will be able to see more details on the MOU approval status

Concurring approvals don't appear in the conference status – the are managed outside of the conference application.

# Viewing Conference Details

## Conference Information

<b>Conference Record Number:</b>	52845
<b>Conference Title:</b>	2022 IEEE Green Technologies Conference (GreenTech)
<b>Conference Acronym:</b>	GreenTech
<b>Start Date:</b>	30-Mar-2022
<b>End Date:</b>	1-Apr-2022
<b>Venue Name:</b>	Hilton Houston North
<b>City:</b>	Houston
<b>State/Province:</b>	Texas
<b>Country:</b>	USA

## Submitter Information

<b>Salutation:</b>	Mr
<b>Given name/First name:</b>	Bradley
<b>Middle name:</b>	
<b>Last/Family/Surname:</b>	Updyke
<b>Suffix:</b>	

## Sponsor Information

<b>MOU Signatory 1:</b>
IEEE USA Washington, DC (0.00%)
<b>MOU Signatory 2:</b>
IEEE Power & Energy Society (0.00%)

## MOU Approval Status

Approved
Approved

<https://enotice.vtools.ieee.org/>

## VTOOLS ENOTICE

IEEE eNotice is an electronic newsletter subscription service that has been developed for IEEE organizational units to facilitate email distribution of newsletters, meeting notices and IEEE conference materials.

The source of email addresses for eNotice is the IEEE Membership Database. New members are automatically added, members who move to a new Section are automatically moved, and past members are excluded by default.

Each message gives the member an opportunity to opt-out of future eNotices.

When an IEEE officer requests an eNotice, it is sent to the organizational unit (OU) to which that officer belongs (e.g. when IEEE Boston PES Chapter Chair requests an eNotice, it is sent to IEEE Boston PES Chapter members only).

Automatic access is granted to Region Directors, Section Executive Committee Members, MD Chairs, SAMIEEE Recipients, Newsletter Editors, Webmasters; Chapter Executive Committee Members, Affinity Group Executive Committee Members, Student Branch Executive Committee Members and eNotice Coordinators.

Staff processed eNotices may take up to **5 business days** due to the volume of requests received daily.


For **critical eNotice requests** (e.g., **cancellations**), that do not qualify for eNotice Express, please set the Priority to "Critical". Every attempt will be made to accommodate critical requests during normal business hours.

IEEE organizational units using this service are strongly encouraged to limit emailings to **one per week**.

### Is this eNotice for an IEEE sponsored conference?

Please use [the IEEE conference eNotice form](#).

For additional help, please view the [tutorials](#).



### Express eNotice

- Self Service
- Available for standard geo unit eNotices
- Exceptions will be processed by staff
  - Special requests

IEEE Members or Volunteers interested in setting up an IEEE conference in partnership with one or more technical IEEE organizational units (OUs) in Region 8, please refer to the training material:

- Conference Basics – How to Start a Conference: Tap the wealth of IEEE knowledge gathered over the years on how to have a successful conference. In addition, find out about IEEE Conference business requirements and support services.
- Conference Initiation: This tutorial provides an overview of the conference initiation process, including IEEE sponsorship, Memorandums of Understanding, contracts, and registering an IEEE conference.
- Conference Finances: Learn about the financial considerations and best practices over the lifecycle of the conference, including tax requirements and services.
- Conference Publications: This overview of the processes and services supporting the development of your conference proceedings, includes information on the IEEE Conference Publications Program and IEEE Xplore.
- Contingency Planning for Conferences: This module provided valuable information for planning for, and responding to, emergencies that may occur at conferences.
- Post\_Conference Reporting (PDF, 98KB)
- Handling Indirect Tax and Insurance for IEEE Conferences – July 2012 (PDF, 263KB)

# 2022 Flagship Conference example



**EDUCON 2022**  
Global Engineering Education Conference  
Digital Transformation for Sustainable Engineering Education

28 – 31 March 2022  
Online / Hybrid, Tunisia  
[www.educon-conference.org](http://www.educon-conference.org)

## About

The IEEE Global Engineering Education Conference (EDUCON) 2022 is the 13th in a series of conferences that rotate among central locations in IEEE Region 8 (Europe, Middle East, and Africa). EDUCON is the flagship conference of the IEEE Education Society.

Held every year since 2010, EDUCON provides an opportunity to scientists, professional engineers, and students to present their work, publish their results, exchange ideas and network for future scientific and industrial collaborations.

The conference will continue to serve as a catalyst for connecting local and international stakeholders hence adding value to the global dialogue on how to positively contribute to the solution of the world's engineering education.

Accepted and presented papers will be published in the conference and will be submitted to the IEEE Xplore Digital Library and appear in the Conference Proceedings Citation Index (CPCI) - an integrated index within Web of Science.

## Topics

Papers in all areas of engineering education are invited with particular emphasis on the main focus of the conference and on current issues in engineering education such as:

- K-12 STEM Education Initiatives
- Student-Centered Learning Environments
- Engaging Undergraduate Students in Research
- Climate change and engineering education
- Mastering Digitalization and Artificial Intelligence
- The ethical challenge and engineering education
- Woman for leadership in engineering
- Diversity and Inclusion in Engineering Education
- Future-oriented and personalized educational concepts in engineering
- Game-Based Learning and Gamification for Engineering Education
- Non-traditional Lab concepts in Engineering Education
- Data driven engineering education

## Important Dates

Abstract Submission, Proposals for Special Sessions,

Panels and Workshops: **October 25, 2021**

Notification of Abstracts and Special Sessions

acceptance: **November 5, 2021**

Complete paper submission: **December 5, 2021**

Notification of acceptance: **January 15, 2022**

Author Registration deadline: **January 31, 2022**

**Contact** For further details, please contact us by email to [info@educon-conference.org](mailto:info@educon-conference.org)



## IEEE MELECON 2022

The 22<sup>nd</sup> IEEE Mediterranean Electrotechnical Conference  
Palermo, Italy, 14-16 June 2022

Organized by the IEEE Italy Section and University of Palermo - <http://www.melecon2022.org>



Prospective Authors of papers are invited to submit a paper (typically 4-6 pages in standard IEEE two-column format) via EDAS by suggesting the related Track and Technical Session. The paper should contain a complete description of the proposed contribution along with results, suitably framed in the related state of the art. Each paper will be reviewed in terms of relevance with respect to the scope of the event, originality and quality of the technical content, overall organization and writing style. Papers must be prepared according to the Author's instructions reported on the MELECON2022 website: <https://www.melecon2022.org>

Submission of papers implies intention to register and present the related content at the conference. Proceedings papers presented at the Conference will be submitted for inclusion in the IEEE Xplore Digital Library.

### IMPORTANT DATES

Deadline for Submission of Special Session Proposals	17 December 2021
Deadline for Submission of Papers	5 February 2022
Deadline for Submission of Tutorials	18 February 2022
Notification of Acceptance	11 March 2022
Deadline for Submission of Camera-Ready Papers	8 April 2022
Early Registration	18 April 2022

Extended version of papers presented at the conference, which fall within the scope of the IEEE Industry Application Society (Technical Sponsor of IEEE MELECON 2022) may be submitted to the IEEE Transactions on Industry Application for publication. IEEE Transactions on Industry Applications is the peer-reviewed IAS journal of record and all papers presented in IAS Transactions have previously been presented at a technical conference.

Extended version of the best papers presented at the conference, which fall within the scope of the IEEE Journal of Translational Engineering in Health and Medicine may be submitted for publication to the JTEHM. Extended versions (with minimum 40% of new content) of accepted and presented papers will be eligible for further review in IEEE PES Transactions. When submitting, the authors must indicate that it is an accepted conference paper for IEEE MELECON 2022 and include the conference title and date.

### TECHNICAL SPONSORS:



Riga, Latvia  
**ENERGYCON 2022**  
IEEE International Energy Conference

- The IEEE International Energy Conference (ENERGYCON) covers a broad range of electric power and energy systems topics, will continue the tradition of the past editions organized in Bahrain, Italy, Croatia, Belgium, Cyprus and Tunisia. The 7th edition of the conference will take place in one of the Baltic countries, Latvia on 9<sup>th</sup> – 12<sup>th</sup> May, 2022. Thanks to its multiple extraordinarily beautiful art nouveau buildings, it is considered the European art nouveau metropolis.
- ENERGYCON is dedicated to experts carrying out research focused on energy and power systems. It has already become one of the central events for discussion on the application of electronics, instrumentation, information and communication technology to the energy industry. ENERGYCON provides an opportunity to scientists, professional engineers and engineering students to present their work, publish their results, exchange ideas and network for future scientific and industrial collaborations.
- Accepted Short and Full papers will be published in the conference proceedings if at least one author is registered and if the paper is presented at the conference (in compliance with IEEE rules). The short and full papers of the conference proceedings will be submitted to the IEEE Xplore Digital Library and appear in the Conference Proceedings Citation Index (CPCI) - an integrated index within Web of Science.

- Power System Control, Protection and Risk Assessment
- Energy Economics and Policy
- Renewable Energy, Storage and Distributed Energy Systems
- Industrial Automation and Robotic Systems
- Advanced Digital Technologies for Energy Systems
- Smart Grid Design and Security
- Power Electronics
- Engineering Education in Knowledge Based Society
- IEEE International Energy 2022 Student Forum

## VENUE

The conference will be held in «Radisson Blu Latvija Conference & Spa Hotel», located in the heart of the Riga, you can easily stroll through the famous Old Town and Art Nouveau districts. In Riga, it is possible to take in the beauty of both medieval and early 20th century architecture and mere minutes later enjoy a trendy vibe. The Latvian capital has got it all, and we have gathered some of the top attractions in the city that should be on your must-see list.

## NE

- Paper Submission: **January 16, 2022**
- Notification of acceptance: **January 20, 2022**
- Author Registration: **March 1, 2022**
- Conference Dates: **May 9-12, 2022**

## CONTACTS

For further details,  
please contact us by email to:  
[info@ieee-energycon2022.org](mailto:info@ieee-energycon2022.org)

[IEEE-ENERGYCON2022.ORG](http://IEEE-ENERGYCON2022.ORG)





# Upcoming R8 Flagship Conferences:

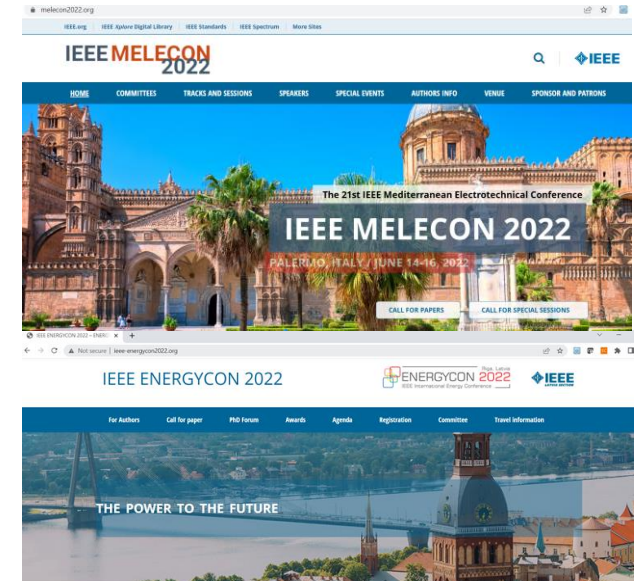
May 9-12, 2022, IEEE 7th International Energy Conference (ENERGYCON), in Riga, Latvia <http://ieee-energycon2022.org/>

June 14-16, 2022, IEEE 21st Mediterranean Electrotechnical Conference (MELECON), in Palermo, Italy <https://melecon2022.org/>

July 6-8, 2023, 20th EUROCON, Torino, Italy

September 7-9, 2023, 8th HISTELCON, Florence, Italy

September 11-13, 2023, 16th AFRICON, Nairobi, Kenya



# LOCATION



# IEEE LATVIA

Honorary Chair: Leonīds Ribickis

Chair: Nadežda Kuņicina

Vice Chair: Armands Šenfelds

Secretary: Anastasija Žiravecka

Treasurer: Andrejs Romānovs



IEEE Latvia Section COM/MTT/AP Joint Societies  
Chapter

The Latvia Section of Women In Engineering Affinity  
Group

IEEE Latvia Section Power Electronic, Industrial  
Electronic and Industrial Application Societies Joint  
Chapter

IEEE Education Society Latvia Chapter

IEEE Latvia Section Student Branch

IEEE Computer Society Latvia Chapter



**IEEE**

**IEEE**

**Region 8**





# RIGA CITY

Riga is the capital of the Republic of Latvia and the largest city in the Baltics.

Riga perfectly blends timeless tradition and cutting edge cool.

Riga is more than 800 years old.

Latvia's capital is an exciting European metropolis at the crossroads of eastern and northern Europe.

Riga is a UNESCO World Heritage site of cobblestones and breathtaking river views.

<http://www.riga.lv>

<http://www.liveriga.com>



# RIGA CITY

Riga, the capital of Latvia was founded in 1201

It has a population of around 706 400

The historic center of Riga exemplifies all architectural styles characteristic for the Northern Europe from Gothic to Modernism including unique ensemble of Art Nouveau buildings

In 1997 the historic center of Riga was inscribed into the UNESCO World Heritage List.



# Organized Scientific Events

## International Doctoral School

- End of May annual **International doctoral school in Electrical Engineering and Power Electronics** at RTU sports campus "Ronīši" close to the sea.
- The duration of the school is usually 2-3 days giving the post-graduate students an opportunity of listening to **Latvian and world-known leading professionals lectures**, as well as informing about their own research and results.
- The intention is to provide **an opportunity for doctoral students to learn** about scientific innovation, share the scientific experience with leading scientists, discuss their own recent achievements.

The screenshot shows the RTU-ECCE website with the 'Program' tab selected. It lists the schedule for Friday, May 28, including a welcome speech by Professor Leonids Ribickis and an invited speaker, Prof. Rik W. De Doncker, who is the 2020 IEEE Medal in Power Engineering recipient. The website also features a 'Download program' link and navigation tabs for Home, Register, RTU-ECCE Journal, Dates, Program, Participation, Publications, and Presentations.



The screenshot shows the RTU-ECCE website with the 'Program' tab selected. It lists the schedule for Saturday, May 29, including a welcome speech by EVIF dean, Dr.sc.ing. Oskars Krievs, and an invited speaker, Professor Frede Blaabjerg, who is the 2020 IEEE Edison Medal recipient. The website also features a 'Download program' link and navigation tabs for Home, Register, RTU-ECCE Journal, Dates, Program, Participation, Publications, and Presentations.



# CONFERENCE VENUE

16 fully adaptable and multifunctional conference and event rooms offer the perfect environment for a successful and effective meeting. All rooms are equipped with air-conditioning, high-speed Internet access, WiFi and last technical equipment you may require.

<http://www.rigaconference.com/en/organising/conferen>



Alfa 360 m<sup>2</sup>

Beta 281 m<sup>2</sup>

Beta 1 141 m<sup>2</sup>

Omega 940 m<sup>2</sup>

Omega 1 496 m<sup>2</sup>

Omega 2 445 m<sup>2</sup>

"27" 116 m<sup>2</sup>

Hall 1 532 m<sup>2</sup>

Hall 2 865 m<sup>2</sup>

Hall 4 130 m<sup>2</sup>



# TECHNICAL VISITS

For each tour the time schedule is different (see below).  
The fees per participant will be clarified:

Tour 1 – CHPP-2, the largest combined heat and power plant in Latvia

Tour 2 – The Plavinas HPP, the largest hydropower plant in the Baltics and one of the largest in the European Union

Tour 3 – Visiting the Campus of Riga Technical University

Tour 4 – Sightseeing tours

The minimum number of participants is 10 for each tour.  
Please note that if the number is not reached, the tour will be cancelled and the fees either will be reimbursed or the participants have the possibility to join another tour.



# CULTURAL ACTIVITIES

Folk dance ensemble «VEKTORS»

Mixed choir «VIVERE»

Male choir «GAUDEAMUS»

Female choir «DELTA»

Brass band «SPO»

RTU Big band

String ensemble «GAIVA»

Vocal ensemble «JAUNA NIANSE»

Student theater «KAMERTONIS»,  
«SPĒLE»

Postfolk group «DABA SAN»



# Q&A



*Robert Bierwolf,*

*IEEE Region 8 Conference Committee  
member*

*IEEE TEMS Chair, Business Development  
Committee & VP Conferences*

*<https://www.linkedin.com/in/bierwolf/?originalSubdomain=nl>*

*robert.bierwolf@xs4all.nl*

*Nadezhda Kunicina,*

*IEEE Region 8 Conference Committee member  
IEEE Latvia section vice chair*

*nadezda.kunicina@rtu.lv*

OBRIGADO  
gracias  
どうも  
ARIGATO  
grazas  
GRAZZI  
THANKS  
qujan  
PALDIES  
danke  
DANK U  
OBRIGADO  
mes  
감사합니다  
kösz  
благодаря  
nvala  
DANK U  
takk  
MERSI  
merci  
射謝  
danke schön  
obrigado  
danke  
kösz  
PALDIES  
muchas gracias  
ありがとう  
TEŞEKKÜR EDERİM  
MOLTE GRAZIE  
GO RAIBH MAITH AGAT  
danke  
THANK YOU  
благодаря  
TAK  
どうも  
asante  
muchas gracias  
vielen dank  
TAK  
grazie  
DZLEKI  
Gràcies  
TACK  
TEŞEKKÜR EDERİM  
muchas gracias  
obrigado  
спасибо  
MULTUMESC  
多謝  
NA GODE