

Workshop on IEEE conference organization and sponsorship

PROGRAM

December 5, 2023

Virtual event

2:30 pm - 6:00 pm (CET)

Objective: This workshop is dedicated to IEEE R8 OU chairs (Section chairs and Chapter chairs) Section Conference Coordinators and R8 TCS/FCS conference organizers. The purpose is to provide information and guidance to develop a successful IEEE conference, and details on how to create more value for participants through the sponsorship of the IEEE R8.

Highlights from Convene 2023 and IEEE Conferences Committee (ICC) will be presented. The best practices and lessons learned at the last R8 flagship/portfolio conferences will be described by the Conference General chairs. Short presentations on the conference approval process, requirements and benefits of the R8 TCS/FCS and financial issues will be given and finally how IEEE conferences and events can be used as a driving force to reach a wider audience and be of greater impact for the local scientific/industrial/cultural community through special events dedicated to industry, startups, WIE, Diversity & Inclusion, YP, Students, ... and cross-sectional cooperation.

2:30-2:40

Objective and introduction - *Marios Antoniou and Tiziana Tambosso*

2:40 – 2:55

Conference approval process - *Habib Kammoun*

2:55 - 3:10

Takeaways from IEEE Conferences Committee actual topics - *Peter Nagy and Aleksandar Mastilovic*

3:10 - 3:40

Highlights and best practices from:

HISTELCON 2023 - *Massimo Guarnieri* (General Co-Chair)

EUROCON 2023 - *Gianfranco Chicco* (General Co-Chair)

AFRICON 2023 - *Humphrey Muhindi* (General Co-Chair)

3:40 – 3:55

Highlights from Convene 2023 - *Marie Hunter* (IEEE MCE Director)

3:55 – 4:10 Break

4:10 – 4:30 TCS/FCS of R8 - Requirements and benefits & Inter-Regional Conferences – *Tiziana Tambosso*

4:30 – 4:50

Conference Finances - *Samantha Capista* (IEEE MCE Business Operations) & *Pascal Lorenz* (IEEE R8 Finance Committee member)

4:50- 5:15

Special events to enrich the program and cross-sectional cooperation - *Robert Bierwolf and Nadezhda Kunicina*

5:15 – 6:00

Q&A - Moderator: *Shaun Kaplan*

R8 Speakers:

Marios Antoniou, R8 VP-TA

Tiziana Tambosso, R8 CoCC Chair

Habib Kammoun, R8 CoCC Past-Chair

Peter Nagy, R8 Director Elect Candidate and IEEE ICC member

Aleksandar Mastilovic, IEEE ICC member

Robert Bierwolf, R8 CoCC member

Nadezhda Kunicina, R8 CoCC member and R8 Cross-section Technical Cooperation Chair

Pascal Lorenz, R8 Finance Committee member

Shaun Kaplan, R8 CoCC member

MCE Speakers:

Marie Hunter, Senior Director and Head of IEEE Global Meetings, Conferences & Events

Samantha Capista, IEEE MCE Business Operations

The workshop was organized with the support of IEEE MCE (<https://ieeemce.org/>)

Slides of the presentations will be available for attendees, at the end of the workshop