

**2015 IEEE International Symposium on EMC & EMC Europe  
Dresden, Germany  
August 16 – 22, 2015**

## **Call for Workshop & Tutorial Proposals**

The IEEE EMC Society and EMC Europe are seeking proposals for workshops and tutorials to be presented at the 2015 Joint IEEE International Symposium on Electromagnetic Compatibility and EMC Europe. We invite proposals on all aspects of EMC and related technologies that are affected by EMC. Prospective organizers of workshops or tutorials should send their proposals via email to [johnmaas@us.ibm.com](mailto:johnmaas@us.ibm.com). Submissions must be in Word or PDF format. Workshops and tutorials will be held on Monday and Friday of the symposium week and are scheduled for one-half day unless the committee is notified specifically of the desire for a full day.

### **Schedule**

The period for submission of proposals will begin on November 1, 2014.  
The deadline for submitting proposals will be January 30, 2015.  
Notification of acceptance decision will be made by February 27, 2015.  
Presentation materials from all presenters are due by April 30, 2015.

Proposals will be reviewed and evaluated for

- Relevance
- Importance of topic
- Novelty and originality
- Technical sophistication and depth
- Readability and clarity of proposal
- Expected attendance.

Proposals with only one speaker are discouraged. Involving multiple speakers enhances the experience of the attendees and the speakers.

For proposals that are accepted, the workshop or tutorial organizer will be responsible for soliciting presentations, coordinating reviews, corresponding with session speakers, ensuring deadlines are met by all their speakers, corresponding with the symposium committee, and moderating the session at the symposium.

The workshops and tutorials have to adhere to the IEEE EMC Society rules for Commercialism in Workshops (included below).

### **Content of Proposal Submissions**

Proposals for workshops or tutorials must contain the following information.

1. Title of workshop or tutorial
2. Format: Workshop or Tutorial (see note below)
3. Name of Workshop/Tutorial chair with full contact information, including e-mail address, telephone number and company/affiliation name.

4. Description of the workshop/tutorial, including objectives, content, novelty and an abstract or summary
5. Description of topics that will be addressed
6. List of planned authors/presenters
7. Primary audience and secondary audience being targeted

Note: **Workshops** have multiple speakers and time set aside for audience interaction, such as giving the audience a sample problem and seeing how they might solve it or discussing potential solutions. **Tutorials** have multiple speakers presenting talks in lecture or presentation fashion with no real audience interaction except for questions at the end of the presentations. Both workshops and tutorials may include panel discussions.

### **Commercialism in Workshops**

It is the policy of the EMC Society that commercialism shall be prohibited in all workshops and technical sessions. This applies to the written paper or notes as well as the oral presentation.

Before publication, workshop notes and technical session papers, shall be reviewed by the Symposium Committee for commercialism, and rejected or revised if necessary.

**Guidelines:** The following is a series of guidelines will be used by the Symposium Committee when reviewing workshop notes and technical session papers:

- Authors name, company name, address, phone number, fax number, and e-mail address may be on the first slide only.
- All subsequent slides may have only ONE small (discreet) company logotype of less than 3% of the total image area in the margin of each slide or overhead transparency. No name, address and phone number.
- The company logotype shall not be used in a watermark fashion.
- All material printed in the workshop notes must adhere to the above requirements.
- Material printed in the Symposium Record may contain, name, company, address, and phone number on the first page only. No logotypes may be used, and no additional mention may be made of the company except as necessary for the technical content of the paper.
- Authors and presenters shall refrain from making statements implying that their company's product or service is better than others, or that such products and services are necessary.
- Frequent references to trade names shall be considered commercial and shall not be permitted during a presentation at a workshop, technical session, or tutorial.

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