Instructions for submitting a thematic workshop proposal

All interested parties are invited to submit a workshop proposal on topics related to Robotics and Intelligent Machines. Workshops will take place in person and will last 90 minutes. They could also present the results of groups working in national and international projects. Priority will be given to high quality proposals, with well-defined objectives and confirmed speakers.

Proposals should include:

- The title, the organizers with affiliations and the format (e.g. for invitations or open for submissions)
- The description of objectives and main topics
- The list of speakers, with their affiliations. You are asked to specify whether the speakers are confirmed or to be confirmed.
- The number of expected attendees
- The target audience of the workshop (sector experts, general public)
- Workshop outcomes, possible products or impacts (e.g. publications, videos, other events)

1. Prepare a workshop proposal of up to 2 pages in A4 format in English language (PDF).
2. Go to the EasyChair website associated with the conference (link available in the Call for Papers). If you do not already have an account on EasyChair, click on "create an account" to register, enter the requested data and then resume the procedure.
3. Answer "yes" to the question "Are you submitting a workshop proposal?" on the first screen.
4. Enter the data of all the organizers (named Authors). It is necessary to enter their email address and affiliation. Indicate the organizers responsible for the correspondence (corresponding author) - even more than one.
5. Enter the title of the workshop, a short summary (Abstract) of maximum 500 characters and at least three Keywords, one per line.
6. Upload the Workshop Proposal and any supplementary material (Extra Materials to Workshop Proposal) and send the proposal (Submit).
7. All the organizers will receive a confirmation email.
8. It is possible to modify already sent data and files by reconnecting to the website until the deadline indicated for sending contributions.
9. Workshop proceedings will not be published within the I-RIM Conference proceedings. The workshop organizers are free to arrange the collection of workshop contributions as they prefer. The organizers of the individual workshops are the only responsible for this collection.
10. The participation of the speakers will normally be in person. Priority will be given to workshops on broad topics, with a well-defined organization and with a high number of confirmed speakers.

Speakers and workshop participants must be registered to I-RIM 3D, even just for the single day of the workshop with the 'one-day' pass.

The submitted proposals will be evaluated by the Editorial Committee and, in particular, by the Workshop Chairs. They may suggest modifications or integrations to valorize the received contributions. The notification of acceptance will be sent to the corresponding organizers by the indicated date. Information about the workshops will be included on the online I-RIM 3D 2024 web page.