**Special Session Proposal**

Submission deadline: **March 01, 2021**

This document is a template for all the information relevant to a special session proposal for ISAP 2021. Please complete and submit by **March 01, 2021** in both PDF format as well as MS Word to [admin@isap2021.org](mailto:admin@isap2021.org) for evaluation by the Technical Program Committee Chair.

Please use the following for the email subject line: ***ISAP 2021 Special Session Proposal.***

**IMPORTANT**: please read the guidelines at the end of the template carefully.

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| **Session Title** |  |

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| **Organizer** | | | | | |
| **Name** |  | **Affiliation** | |  | |
| **Title** |  | **Country** | |  | |
| **Email** |  | **Telephone** | |  | |
| **Brief description of the background and topic in relation to the proposed session** | | | | | |
| **Papers**  It requires five papers. Make a preliminary suggestion of authors and titles. It is up to proposers to explain to potential speakers that, at this stage, the acceptance of the session cannot be guaranteed. | | | | | |
| **Author(s)** | **Affiliation, Country** | | **E-mail** | | **Paper Title** |
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**Special Sessions Guidelines**

* **Rules for proposers**

The proposal including a mandatory provisional list of authors must be submitted **no later than the deadline (March 01, 2021)** using the template available at the conference website as well as in the invitation letter.

The proposers must be aware that should the number of accepted papers be too low, the session might be cancelled.

* **Information for Special Session Organization**

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| **Time length of each Session** | **110** minutes |
| **Organizer(s)** | Should be 1 Organizer (in case of two organizers, justification may need) |
| **Papers** | It requires five papers (one invited paper + four regular papers) |

* **Paper Submissions**

All papers must be submitted by **May 24, 2021**, and **should conform to the same specifications** as regular papers. The authors cannot be changed after submission and in case of “no show” the paper will not be included in the IEEE-Xplore digital library. **Authors can option not to include their contribution to IEEE Xplore**.

Organizers may solicit one "overview" paper for a five paper session. Such papers need not necessarily contain new results, and their quality will mainly be judged on the proper coverage of the topic (e.g., not only work from the author's institution but also that from the general scientific community). Such papers should be reserved to authors having the proper background and recognition to achieve an authorized overview. It is stressed that this is a *possibility* but *by no means an obligation*. All remaining papers must present novel scientific content and are subject to a peer review process.

* **Selection Criteria**

The selection process of Special sessions will be based on a set of criteria:

* Quality of the solicited authors
* Topic of the session, taking into account the scientific content, and the topical character
* Adherence to the above Recommendations Criteria
* Quality with respect to competing proposals

The selection criteria and other constraints may mean a proposal is rejected in spite of its value and the reputation of the Organizers.

* **Review Process**

Please note that for ISAP 2021, and in order to ensure the same quality control as regular papers (including plagiarism and self-plagiarism), papers will be reviewed by one of the organizers (except for the organizers’ papers and organizers’ institutions’ papers), and also by other reviewers.

**Should you have any inquiries or questions, please contact ISAP 2021 Secretariat or Technical Program Chair.**

E-mail: [secretariat@isap2021.org](mailto:secretariat@isap2021.org) / Website: [www.isap2021.org](http://www.isap2021.org)

Technical Program Chairs: Shih-Yuan Chen/ Wen-Jiao Liao

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