# **Proceedings Proposal Form**

Manuscript submission and review shall be managed exclusively through the USS collaborative conference system -Aconf.org. And it’s strongly recommended host your conference website on Aconf.org

Put ‘NA’ whichever section is not applicable

1. Event and organizers
	1. Basic event data

Conference full name: Enterconference full name

Conference Acronym: Enterconference acronym

Number in the series: Enter number in series

Dates: From First day Until Last day

Venue: City, Country

* 1. Name of the institute organizing the conference: Institute
	2. Contact for the discussion of the proposal

|  |  |
| --- | --- |
| Name and Surname: | Entername and surname |
| Role in the conference organization: | Enter role |
| Position, Affiliation, and its location: | Enter position,affiliation, and location |
| E-mail: | Entere-mail |
| Google Scholar link:  | Enterlink |
| ORCID: | Enterlink |

* 1. Names of the PC Chairs, i.e., those ultimately responsible for the contents of the proceedings, whose names are to appear on the cover of the proceedings volume:

|  |  |
| --- | --- |
| Name and Surname\*: | Enter name and surname |
| Position, Affiliation, and its location\*: | Enter position, affiliation, and location |
| E-mail\*: | Enter e-mail |
| Google Scholar link\*:  | Enter link |
| ORCID: | Enterlink |

|  |  |
| --- | --- |
| Name and Surname\*: | Enter name and surname |
| Position, Affiliation, and its location\*: | Enter position, affiliation, and location |
| E-mail\*: | Enter e-mail |
| Google Scholar link\*:  | Enter link |
| ORCID: | Enterlink |

Details of a further PC

Details of a further PC

* 1. Estimated number of authors participating at the conference and their expected geographical distribution:

Estimated number of authors

Geographical distribution

* 1. URL of the conference website:

URL

* 1. Websites of previous events in the series:

URL

URL

* 1. If you are aiming to start a new series of conferences, please state your motivation for this.
	How do you intend to attract a good number of high-quality submissions?

Motivation and plans

1. Proceedings Information
	1. Which series are you applying for? Engineering
	2. Publication history of previous proceedings and links to the proceedings:

URL

URL

* 1. Estimated number of pages: Number of pages
	2. Expected number of pages

Accepted full papers (12-15+ pages of around 400 words each):Enter number

Accepted short papers (6-8+ pages of around 400 words each):Enter number

*Note, that short papers cannot exceed 1/3 of the full volume.*

1. Reviewing
	1. What is the detailed review plan?
		1. Please give a short description of your review criteria:

Description of review criteria

* + 1. How many qualified submissions do you expect to receive?

Number of submissions

* + 1. Submission figures for the last two years:

Number of submissions

Number of submissions

* + 1. Please give an estimate of the planned acceptance rate:

Acceptance rate

* + 1. Will the review process be single or double blind?

Single or double

* + 1. What is the average number of reviewers assigned to a paper for your proceedings?

Number of reviewers

* + 1. What is the average number of papers assigned to each reviewer for your conference proceedings?

Papers assigned

* 1. Please list names and affiliations of reviewers and specify whether they are conference program committee members or external reviewers:

Enternames, affiliations, and locations

\*\* Attach an excel sheet...

* 1. Please give details of the reviewing schedule:

Submission date:Enter date

Acceptance notification:Enter date

Deadline for final papers:Enter date

* 1. Do you intend to include any invited papers and if so, how many?

Invited papers

* + 1. How will these be reviewed?

Review plan