

Name of the workshop

Acronym

**Scope of the workshop and target audience**

Brief description of the aim of the workshop, similar to what will be specified in the call for papers/participation, providing an overview of the topics that are covered and the research issues that are addressed.

Please provide a realistic estimation of the number of attendees that you target (including a breakdown calculation in confirmed, likely confirmed, and additionally expected participants), considering that the event should attract more than 20 participants to break-even.

**Organization**

Provide name and affiliation of the workshop organizers, such as general (co-)chair, program (co-) chair, poster session (co-)chair, panel organizer(s), etc. Specify the *URL* for established workshops.

**Event format**

Specify the form of delivery of the workshop in terms of organized sessions and presentations. A successful event attracts people beyond the group of those directly involved in the organization, therefore a call for contributions should be envisioned, either in terms of papers or poster presentations. Panels and invited talks are also activities that capture the interests of potential participants.

The proposal should provide information on a preliminary timeline that considers external contributions as well as the DATE event deadlines (to include the workshop program with as much information as possible in the DATE booklet). Tentative speakers names, affiliation and titles should also be provided at submission time.

The organizers can also specify if any action to broadcast the conference proceedings is considered (such as a Special Issue in a journal).

**Preliminary program**

Provide a draft program that accommodates the foreseen sessions of the workshop. Consider that all workshops will have one morning and one afternoon coffee break and a lunch, to be held at the same time for logistic purposes. Starting time is 8:30, closing time 17:00.

|  |  |
| --- | --- |
| 8:30 – 8:45 | Opening session |
| 8:45 – 9:30 | Session/Invited talk, etc.. |
| 9:30 – 10:30 | Session / Invited talk/embedded tutorial, etc |
| 10:30 – 11:30 | Coffee break (and poster session) |
| … |  |
| 12:00 – 13:00 | Lunch |
| 13:00 – 14:00 | Panel … |
| … |  |
| 14:30 – 15:00 | Coffee break |
|  |  |
| 16:45 – 17:00 | Closing session |

**Attendees’ registration**

All attendees need to register. The workshop organizers are granted 3 free registrations to be handled as they see fit.