

INDISCON 2025

Aug 21 – 23, 2025

NIT Rourkela, India

Proposal Submission Instructions

Please follow these guidelines while preparing the proposal:

- Prepare a single PDF not exceeding three pages and submit the file to the “**special session track**”
- Describe the session **topic, format, and intended audience**
- Include a list of **prospective reviewers, their affiliation, and email ID**
- Include **the details of Organizers** (preferably not all from the same institute)

Please submit your special session proposal in the form of a single PDF file to the “**special session track**” on the Microsoft CMT submission site. To be eligible for review, your proposal must be submitted by **Mar 20, 2025**. Notification of acceptance/rejection will be sent by **Mar 25, 2025**.

For any queries regarding the special session proposal please send email to:

ieeeindiscon2025@gmail.com

Important dates:

Proposal Submission Deadline: 20 March 2025

Notification of Acceptance/Rejection: 25 March 2025

Link for SS Submission: <https://cmt3.research.microsoft.com/INDISCON2025/Submission/Index>

Instructions for Special Session Organization:

Once approved, it is the duty of the organizers to publicize the Special Session among researchers and practitioners in the field and attract enough papers.

Review Process: Papers submitted to special sessions will undergo the same review process as regular papers. The special session chairs of the respective special session are responsible for organizing the review process, assuring at least **three reviews** per paper. This includes a selection of reviewers from their peers.

Conflict of Interest: Before starting the review process, special session organizers must explicitly declare papers, which present a conflict of interest for them. A conflict of interest arises where the judgment of a paper quality can be influenced by the organizers being authors or knowing some of the authors. To ensure independent reviews, this conflict must be marked as such in the submission system and the SS chairs notified so that they can arrange the review process.

A minimum of 8 accepted and registered papers with authors from at least 4 different institutions is required for each session. If a session has too few papers, accepted papers will be allocated to regular sessions wherever possible. In the event of weakly organized special sessions, the conference organizers

will support the organizers with advice but reserve measures including cancellation of the respective special session.

Complimentary Conference Registration: At least one organizer of the successful Special Sessions is expected to register for and attend the conference, as well as chair the corresponding sessions.

Organizers of a successful Special Session will get one free full registration (per at least 8 accepted and registered papers not authored by any of the organizers)

Session Chairs: When a special session is finally accepted by the conference, SS organizers will serve as Session chairs in the conference. In some extenuated circumstance, Technical Program chairs and Conference General Chairs might take up the full control of appointing the Session Chairs, in case of SS organizers unable to participate in the conference.

Restrictions: During the review process, Special Session Organizers must consider that:

A) an individual cannot be (co-) author of more than two papers submitted to the same Special Session.

B) from one organization maximum 2 organizers can participate in one special session

C) maximum number of organizers in one session can be 4 and minimum 2

Format for paper submission by the authors: Maximum 6 pages and should follow the IEEE conference template.