

GUIDELINES TO SPECIAL SESSION ORGANIZERS

- Each Special Session (SS) should generally have a maximum of three organizers and it is mandatory that at least one of them attends and chairs the SS.
- SSs must have a single main organizer, the corresponding contact. Others can be co-organizers. All the organizers must be a staff member at an institution or a company, and no PhD or other students can be organizers.
- Organizers should avoid very narrow topics for SSs, trying to have accepted papers from different institutions.
- SS Organizers must handle the review process of papers submitted to their own session. However, at least two reviewers must be selected from researchers outside possible authors of papers of the SS. It is expected that organizers are committed to provide the reviews in due time.
- All the submitted special sessions will be assessed by the organizing committee and provisional acceptance will generally be made in two weeks. Proposals of similar topics will be asked to merge or modify. Final acceptance will be made by 9 November 2018 (two weeks after the proposal deadline).