# 

# Forum Title

## 

## *Organizers*

For each organizer, please provide the complete address/affiliation, URL, and emails.   
List conferences at which organizers have previously organized a forum or similar events.  
Indicate the organizer(s) to which all correspondence should be addressed.

## *Draft Abstract* (max 400 words)

Describe the forum's motivation and objectives. The program committee will use a final version of this abstract to advertise the event on the Conference website.

## *Invited Speakers*

Provide a list of invited speakers with their names, academic affiliations, and TC affiliations (as applicable). Indicate whether each speaker has confirmed their participation, and provide a preliminary title in that case. Invited speakers should be confirmed for in-person attendance.

We encourage you to provide a diverse list of speakers based on seniority, gender, nationality, and background (e.g., academia, industry, government, etc.).

## *Program*

Provide a (tentative) program for the forum. Forum slots are 3 hours long, with a half-hour break (see the [Program Overview](https://iros2024-abudhabi.org/program-overview)).

An example of a Morning session is shown below:

|  |  |  |
| --- | --- | --- |
| **Time** | **Talk** | **Comments** |
| 09.00 – 10.30 | Speaker name: Title of Talk 1  Speaker name: Title of Talk 2 | Sessions should not start before 09.00 AM |
| 10:30 – 11:00 | Coffee break | Morning coffee will be provided between 10.30AM and 11AM; please plan your break within this window. |
| 11:00 – 12:00 | Speaker name: Title of Talk 3  Speaker name: Title of Talk 4 | Sessions should end at 12:00 before the following Plenary Talk |

## *Estimated attendance*

Describe the targeted audience and explain why your forum should be of interest. Provide an estimation of the expected attendance to your forum. This estimation should (also) be based on the attendance of similar past events (if any).

## *Equipment*

Describe any additional requests you may have regarding particular equipment (or other items) to be present in the room. For instance: seating arrangements, power requirements, demo space, additional microphones, extra projectors/monitors, etc. Please also indicate the number of posters you expect for your event.

**Note that one projector and a screen will be provided by default.**

## *Plan to solicit participation*

## Describe the mechanisms that you will use to garner broad interest in the forum, including calls for poster or abstract submissions (with proposed deadlines), advertisement via mailing lists, social media, advertisement through technical committees, etc, or awards to be given. Explain your strategy to attract a diverse audience to your event and to bring perspectives from people of different genders, career stages, geographic backgrounds, etc.

## *Dissemination*

Describe any steps that will be taken to disseminate the materials at the forum (e.g., dissemination of poster abstracts, special issues, etc.). For your planning purposes, logistical support will not be provided for video recordings of the forum.

## *Website (optional)*

Forums will be published on the official conference website, making a dedicated forum website optional. However, if you have prepared a website to complement your proposal, provide the URL here.

\*\*\*

*Feel free to add any other information at the end that will help to evaluate your proposal, within the pages limit of the proposal (20 pages).*