

Call for Proposals

Workshops, Mini-Symposia and Special Sessions

Please click here to submit: <https://embs.papercept.net/conferences/scripts/start.pl>

Workshops (Duration: Half day (approximately 3.5 hours))

Workshops are hands on sessions which focus on current and future trends in medicine, biomedical engineering, and technology development in health care. A workshop may be delivered by a group of leading researchers and pioneers in their respective areas in a half day format with a nominal fee charged to each registrant. Workshop Organizers and Speakers are expected to be present at and facilitate the workshop by his or her own means and provide any materials required for the workshop. A recommendation of 6 speakers should be included to facilitate the workshop.

Whereas each workshop attendee registers and pays to attend a workshop for a fee; a fee which is charged in addition to his or her conference admission item, workshops carry more of a requirement to be of broad interest, attractive, and to meet a full workshop experience for the attendees who registers and pays. Therefore, workshops are expected to be a classroom experience with hands-on learning and networking with a minimum of approximately 10 workshop attendees, who share an interest in the subject matter.

In the unfortunate event that a workshop is accepted and scheduled, but does not meet the required workshop attendee registration, the organizing committee reserves the right to cancel a workshop due to lack of interest. In such a case, the workshop organizer would be advised of the decision to cancel up to 30 days before the event, and all workshop attendees who registered in advance for the canceled workshop would be given the option to receive a refund for the workshop fee or to select another workshop or their personal interest.

Workshop organizers are encouraged to promote their scheduled workshop and to actively engage with the society in promotional efforts for the workshop.

Mini-Symposium (Duration: 90-minute time slot)

Mini-Symposia are dedicated to talks and panel discussions from leading researchers covering a specialized topic in multi-disciplinary and cross-disciplinary areas of biological and biomedical engineering, medicine, health care, clinical applications, and biomedical education. Mini-Symposia sessions should have no less than 4 speakers, and no more than can be successfully managed in the 90-minute session time allotted. As the 90-minute session time cannot be extended, we recommend a Mini-Symposia have no more than 6 speakers. This would provide 15 minutes of presentation time for each speaker broken down into 10 minutes of talk-time and a five-minute question and answer period from attendees.

Special Sessions (Duration: 60- or 90-minute time slot)

Special sessions are specially devised to include panel discussions or non-technical talks on topics such as research funding, entrepreneurship, or technology transfer.

Should I recruit speakers before I propose an organized session?

Yes. All potential speakers must be included in your proposal therefore, it is critical to make sure they are willing, able, and committed to traveling to EMBC to present and participate in the proposed session. You can make changes to your speaker roster, but a strong proposal will include a list of speakers who have committed to attend.

Are Organizers & Speakers required to submit papers?

No, papers are not required with proposal submissions.

Can I offer speakers funding?

No. There will be no financial support, travel reimbursements or grants to cover any expenses for speakers that are invited to participate in Workshops//MS/SS.

Are Organizers & Speakers required to register?

Yes, they are required to register and pay his or her applicable admission fee to attend the conference. Acceptance of a Proposal is not indicative of complimentary registration.

The following Conference Program Themes should be considered for proposal submissions:

1. Biomedical Signal Processing
 2. Biomedical Imaging and Image Processing
 3. Micro/Nano-bioengineering; Cellular/Tissue Engineering & Biomaterials
 4. Computational Systems, Modeling, and Simulation in Medicine, Multiscale Modeling & Synthetic Biology
 5. Cardiovascular and Respiratory Systems Engineering
 6. Neural and Rehabilitation Engineering
 7. Biomedical Sensors and Wearable Systems
 8. Bio-Robotics and Biomechanics
 9. Therapeutic and Diagnostic Systems and Technologies
 10. Biomedical and Health Informatics
 11. Biomedical Engineering Education and Society
 12. Translational Engineering for Healthcare Innovation and Equity
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To submit a proposal for a Workshop//MS/SS:

1. Create a list of potential speakers and obtain confirmation that they will participate
2. Download and fill the relevant template:
3. Navigate to the Papercept System.
<https://embs.papercept.net/conferences/scripts/start.pl>
4. Scroll down to the EMBC section and in the right-hand column click "**Submit a contribution**."
5. In the new page, scroll down to the table at the bottom listing different submission types and click on the "**Submit**" link next to the appropriate proposal.
6. Follow the instructions on the Papercept form to upload your submission. In particular you will be asked to provide:
 - the **title** for the section;
 - the [Personal Identification Number \(PIN\)](#) of all the proposers;
 - the **theme**, among the **ones of this year conference**
 - the **keywords** describing the topic.
 - the **abstract** of the proposal;
 - the proposal prepared using the template above in **pdf, doc or docx** format (file upload is in the second page of the submission procedure).

AFTER PROPOSAL SUBMISSION:

1. You will be informed of the status of the proposal (accept/reject/modify)
2. In case of acceptance, inform the speakers that the proposal has been accepted and confirm their participation. Please ensure that all those included in the session register to attend the conference.
3. Make any necessary updates to the proposal and submit a final draft which is required for scheduling and inclusion in the program