

Guidelines for Workshops at PMAPS2006

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A workshop is one category of technical sessions at the PMAPS2006 conference aimed to initiate discussions around an actual topic. The session is lead by a workshop chairman (AWC), who is appointed by the local organizing committee (LOC). Prominent persons from industry and universities will be invited as speakers. The number of speakers at a workshop should be around 3-5.

The presentation by the speakers (around 45min) will be followed by a panel session involving questions, comments and discussion from the audience (around 45 min). The panel itself would be the speakers and the chairman.

The AWC is leading the effort in formulating the session and inviting the speakers. The AWC is responsible for opening the session, introducing the presenters, making sure that the time schedule is kept, leading the panel discussion and closing the session.

Speakers at the workshops shall prepare their presentation material before the conference and submit to the LOC. The LOC will distribute hand outs of the presentations at the meeting.

The table below provides a schedule with target dates and activities for organizing the workshops.

#	Activity	Target date	Responsibility
1	AWCs are appointed by the LOC	May-June 2005	LOC
2	The AWC invite speakers to participate in the session in discussion with LOC.	June-July 2005	AWC
3	The AWC confirm with LOC a one page outline for the session with: title for the session, content for the session, names and preliminary titles for the proposed contributions.	August 2005	AWC
4	The AWC confirm with LOC the final program for the workshop.	December 2005	AWC
5	The speakers submit their draft presentations.	February 2005	Speakers
6	The speakers submit their final presentations.	May 2005	Speakers

Contact: info@pmaps2006.org and more information at www.PMAPS2006.org