# Invited Sessions (TRA 2014)

## What are invited sessions?

Invited sessions (IS) are 1hr to 1hr15mn sessions. They are included in the TRA program and access is restricted to TRA registered participants.

"IS" address specific issues and timely topics, and/or a community, a project, a group of interest, etc.

The format of the "IS" is not predefined: it can be a panel discussion, a small series of keynote speakers followed by a debate...

The "IS" shall not be limited to containing a series of scientific and technical presentations since this would conflict with the regular TRA program.

There is no paper from invited sessions published by TRA.

Each "IS" is managed by an "organizer", who is in charge of all aspects of the "IS": defining the format, identifying speakers and panelists, being the chair or appointing a chairperson, advertizing the session, etc.

All interaction between "IS" and the TRA organizers is managed by the "IS" leader and the TRA Program Committee (TRA PC).

## How are invited sessions coordinated with the TRA program?

"IS" should complement the regular TRA program and should not compete with the regular TRA program. The TRA Program Committee is in charge to ensure this.

The outline of the "IS" (topic, format, speaker names...) will be presented in the program of the TRA conference.

However, the presentations, if any, will not be included in the TRA proceedings. The session chair will have to deliver a session report/summary, incl. minutes of the debates or discussions, to be published on the Internet after the conference.

## Process

For each "IS", the organizer needs to submit his/her proposal (half a page description) on the TRA 2014 submission website by the deadline of 29 March 2013.

The proposal should be a half-page (maximum one page) document presenting:
- Who is the organizer?
- The topic to be covered by the invited session.
- The type of session: panel discussion, some keynote speakers followed by a debate, etc.
The list of speaker names is not required at this stage, but will need to be given in September if the "IS" is accepted.

Foreseen speakers of "IS" are not requested to submit any abstract through the TRA submission website. They will be contacted by the "IS" organizer when the "IS" is accepted.

However, interested authors who are yet unsure that they will be called upon to make a presentation during an "IS", or who want to be published in the TRA proceedings, are encouraged to submit their abstract directly on the TRA website by 29 March 2013. If accepted, the paper will be presented in a scientific and technical session, either in oral or poster format.

"IS" chairs, speakers and panelists will need to be registered as TRA participants in order to be able to attend the conference and deliver their speech.

## Timeline

- By 29 March 2013: invited session proposals to be submitted by their organizers.
- By June 15: "IS" submissions are accepted or rejected by the TRA Program Committee and organizers are notified.
- By September 30: accepted IS organizers have to submit a detailed organization of the "IS", including speaker names and acceptance.
- By November 30: the final program and details of the "IS" to be submitted for the TRA final program.

## Important Notice

The total number of "IS" which may be accepted is limited. Therefore, the potential participants to the TRA2014 are highly encouraged to (also) submit abstracts (scientific or user-oriented).

**For more information:**
**www.tra0214.sciencesconf.org/**
**tra2014.pc@ifsttar.fr**