

CIKM 2024 Workshop Proposal Template
Workshop Title
Workshop Website (if available)

(The workshop proposal cannot exceed 4 pages.)

Workshop Organizers

First Name, Last Name,
Affiliation, Country,
Email

Workshop Contact Person

First Name, Last Name
Postal Address
Phone Number
Email and Website

Workshop Abstract

A brief abstract of the proposed workshop (no more than 200 words)

Workshop Theme and Topics

Theme and topics of interest of the proposed workshop

Workshop Objectives, Goals, and Expected Outcome

Objectives, goals, and outcomes of the proposed workshop (no more than 400 words)

Workshop Length

Proposed length of the workshop: half-day or full-day.

Target Audience

Describe the target audience and estimate the number of attendees

Workshop Relevance

Explain why the proposed workshop is relevant to CIKM 2024 in terms of the timing, venue, delegates, conference theme, etc.

Past Workshops (if applicable)

List past workshops, if any, which are related to the proposed workshop that the organizer (s) have organized in recent years. For each workshop instance, include at least the following information: host conference, year, website, number of submissions and acceptances, and the number of attendees.

Related Workshops (if applicable)

List other related workshops in recent related conferences. For each related workshop, indicate the main differences between the related and proposed workshop.

Workshop Program Format

The workshop will be held mainly in person. Please confirm which of the organizers will be able to attend the conference and organize the workshop in person. Any ideas you may have to run the proposed workshop and how to attract a bigger audience in a hybrid (mainly in-person) fashion to the workshop are welcome. Describe the intended workshop format (tentative plan of activities, e.g., keynote(s), paper/poster presentations, long vs. short papers, group problem-solving, discussion panel, if any).

Special Requirements

Make clear any special requirements regarding room layout, equipment etc. Please note we cannot guarantee that requirements can be satisfied.

Workshop Schedule/Important Dates

Describe the workshop key dates, e.g., submission deadline, review period, notification date, and final version submission date.

Program Committee

First Name, Last Name, Affiliation, Country (for all known PC members)

Participation and Selection Process

Describe the attendee participation and selection/review criteria and process

Organizers' Background

Describe each organizer's relevant background, including relevant past and/or recent experience in organizing workshops and/or conferences.

Other Relevant Information

Include other information about the workshop if available, e.g., CFP, submission guidelines, references, etc.