

Workshops at HiPC: FAQs

January 2016

1. *What is the deadline for submission of 2016 workshop proposals?*
 - **March 31, 2016.**
2. *What workshop topics are of interest?*
 - Complementing the main technical program, HiPC workshops serve to broaden the technical scope of the conference in emerging areas of high performance computing and communication, and their applications. The HiPC workshops serve as an extended forum to present and discuss work-in-progress as well as mature research among researchers from around the world, and also highlight research activities in India.
3. *Where should one submit a workshop proposal?*
 - Workshop proposals should be sent to the Workshops Co-Chairs directly via email at this address: workshops@hipc.org.
4. *How long may HiPC workshop be?*
 - Workshops may be proposed as a half-day (three hours + half-hour break) event.
5. *How many papers & speaker presentations should a workshop plan to include and what are the guidelines?*
 - Half-day proposals should plan for a program that includes a combination of solicited and peer-reviewed papers and speakers, and allows at least 20 minutes per paper for author presentation and 20-30 minutes for keynote and/or invited speakers. Ideally, a workshop would have as many as 6 (solicited and peer-reviewed) papers and either 2 speakers or 1 speaker and 1 panel (but no more than 3 non-paper presentations).
 - At least one of the authors of each workshop paper (preferably the presenting author) must REGISTER before submitting the CAMERA READY version of their paper. (Note: This requirement should be clearly noted in the workshop CFP.) This is to avoid the “no-shows” of author-presenters during the workshop. In addition, this is a requirement for the paper to be published in the proceedings.
 - For any queries, please contact the HiPC Workshops Co-Chairs at workshops@hipc.org.
6. *Will network access be available when the workshop is presented?*
 - Workshop proposals must clearly indicate if “hands on” exercises are essential for their proposed session. Generally, the entire conference area will have open access Wi-Fi. However, if the organizers need a dedicated high bandwidth connection, they should contact the workshop organizers in advance.
7. *Do workshop speakers-presenters receive complimentary conference registration?*
 - HiPC has a policy to provide ONE COMPLIMENTARY registration (for a keynote / invited speaker only) per workshop.
8. *What about the requirement to obtain a VISA*
 - If any author or speaker requires an Indian visa, please let the authors know that the conference provides all of the Indian government approvals that may be required and will also submit any

requests for special clearance that may be required for attendees from certain countries. The conference Website will have complete information on travel visas, and links to forms for requesting an invitation letter. This information will be available at the time the authors are notified and speakers are invited.

9. *What is the expected workshop paper review process*

- Program Committee for the individual workshop should be ready and published online by May 15.
- All the papers must be peer-reviewed by at least 2 reviewers.
- Individual workshop organizers are free to choose a review management system. However, it is highly recommended that such a system be used.
- Authors of the papers submitted to the main conference will have an option to submit their rejected papers to workshops. Thus, a mechanism to forward rejected (marginally rejected) papers from the main conference to the appropriate workshop is in place.

For more details please contact the Workshops Co-Chairs.

10. *What is the time slot and schedule for the workshop(s)?*

- The workshop(s) will be scheduled either during the morning (8.30 AM – 1:00 PM) or the afternoon (2:00 PM – 6:30 PM) slots. The workshop organizers should let the organizing committee know about their preferences by October 15. This will give all parties (as well as the speakers) enough time to arrange logistics and decide the flow of the event.
- HiPC encourages the individual workshop organizers to finalize their program schedule well in advance and publish online before early November. If papers from the workshop are to be included in the proceedings, then the order of presentations should be determined at the time authors are submitting camera ready papers (for HiPC 2016 the workshops camera ready date is set at October 10, 2016).

In any case, if workshop organizers need help identifying an invited speaker, the HiPC committee may be able to help if the program schedule is known in advance. Please coordinate with the workshop chairs for more details.

12. *What kind of help is available for publicizing workshops?*

- We encourage all the workshops organizers to use the primary link as the landing page of their individual webpage (all content should be created and maintained by individual workshop organizers). If an individual workshop does not have a website, its CFP, as a PDF document, may be linked to the main Workshops landing page. In case of a linked PDF CFP, the workshop organizers should coordinate with the HiPC Production Chair to establish a common format and to arrange updates of the document as required.
- Please feel free to reach out to the publicity team at HiPC if you need assistance.

13. *Workshop Proceedings*

- The papers accepted for presentation in HiPC 2016 workshops will be included in the workshops volume of the proceedings of the conference (HiPCW 2016), which will be distributed online as a separate volume with a separate ISBN. Post conference, papers presented at the conference and eligible for inclusion will be submitted to the IEEE Xplore Digital Library.