

# IEEE World Forum on IoT – 2024 Bid Package

June 30, 2023



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# Proposal Summary - 1 page

- Proposed Date (preferably between October - November)
- Location (Country, City)
- Team Proposing the Bid and contact details, including experience in current trends in IoT and conducting events of comparable scope

# Description of Conference Location

## Motivation for the location

- General information about the conference location and motivation for choosing it as the venue for World Forum on IoT – 2024.

# Description of Conference Location Proposed Venue

- List your venue of choice (University, Conference Facility or Hotel)
  - Include Capacity, Site Amenities and Services
  - Include any conference, summit, workshop hosted on that venue in the past 7 years.
  - Address how the conference center could meet the needs of IEEE diverse membership. For example, are there options for those with dietary constraints?

# Description of Conference Location

## Travel Information

- List options for reaching and traveling to the venue hub site
  - Possible modes of travel from various locations and time zones, including options available (as an example, nearest airport, Airlines serving local airport, rental car, taxi, bus, train, subway, etc.)

# Description of Conference Location

## Regional Housing Infrastructure

- List regional housing, independent of the conference (i.e., hotels within close proximity of the conference site that will compete for room nights, Air B&B, etc.)

# Description of Conference Location

## Local Industry Patrons (Sponsors)

- List local industries with a focus on IoT that will support the conference (potential sponsors, speakers, exhibitors, organizers, etc.)
- - If possible, also indicate what companies in the area may have been a patron at other similar events in the past, and what support programs the government may offer.



# Proposed Conference Theme and Structure

- Selection of Theme, Vertical and Topical Areas for the World Forum to localize the event to the venue, local and regional needs, capabilities and interests.
  - Rational for Local Interest
  - Basis for Regional Interest
  - Importance and relationship to IoT developments
  - Why the theme would be a draw for participation and attendance
  - Potential Plenary and Keynote speakers to address the Theme Topic
  - Choice of up to five (5) Vertical Tracks and five (5) Topical Area Tracks (examples of tracks from WF-IoT 2023 can be found here:  
<https://wfiot2023.iot.ieee.org/program/vertical-and-topical-tracks>)

# Proposed Conference Leadership Structure

- Propose Local Organizations and Individuals, including the following:
  - Local Organizing Committee Composition
  - Local Organizing Committee Structure (e.g. General co-chairs, advisory committee, Technical Program Committee co-chairs, Special session co-chairs, Tutorial/workshop co-chairs, Vertical and topical program co-chairs, Industry Program Chair, publication chair, publicity co-chairs, finance committee, young professional chairs, etc.)
  - Supporting Role of Local Institutions
  - Use of Volunteers from Local Institutions and IEEE organizations

# Exhibition Plan

- Please provide your exhibit plan, including:
  - Information about the exhibit space
  - How exhibits will be managed
  - Approach to include past exhibitors
  - List of potential local industry exhibitors with IoT products, services, or applications
  - List of potential local Public Sector exhibitors
  - List of potential local Educational/Non-profit exhibitors
  - List of organizations that would be interested in holding demonstrations or other events in conjunction with the exhibit
    - Hackathons
    - Startup Competition
    - Roundtables
    - Young professional forum
  - Relevance of Exhibit to Conference Theme and chosen Vertical and Topical Areas

# Patronage Plan

- List your plan to address potential patrons, including a target overall financial goal as well as a list of potential patrons at the local and regional levels.
  - The website for the World Forum in Portugal (<https://wfiot2023.iot.ieee.org/patrons-exhibitors/>) contains an example of the Sponsorship Package that has been used for the WF-IoT Conferences and serves as a reference.

# Publicity Plan

- Please list your publicity plan, including connection with regional boards, organizations, companies, etc. to attract attendance from local and regional markets from:
  - Higher Education Institutions
  - Research and Applied Research Organizations/Centres
  - The Government and Public Sector
  - Industrial and Commercial Players
  - Associations and Foundations
  - Large Research Initiatives
  - Significant IoT Deployments
  - Other identified sources

The section should also include the overall approach to marketing the World Forum -- locally and regionally -- in collaboration with the IEEE IoT Technical Community, other IEEE Societies or Councils, local IEEE chapters, and any identified Sponsoring or Partner Organizations. The Chair of the IoT TC Conferences and Events Committee can be contacted for advice.

# Budget

- Please provide a high-level notion of a budget for the WF-IoT Conference, The IEEE IoT World Forum Budget Template is attached. The guideline for IEEE Conferences is to plan to a 20% surplus (on expenses) is required but over 30% is not advised.



WF-IoT 2024  
Proposed Budget

- Indicate whether a local IEEE Section / ComSoc chapter has committed to financial co-sponsorship of the conference.

# Other Important Information

- Please provide any additional information that may be helpful for making a selection.

# Submission Instructions

- Provide a Presentation or pdf file that contains the required information to the Chair of the IoT Technical Committee Conferences and Events Committee, Reza Malekian, [reza.malekian@ieee.org](mailto:reza.malekian@ieee.org), and Karen Pannullo, [k.pannullo@comsoc.org](mailto:k.pannullo@comsoc.org) by August 31<sup>st</sup>, 2023.
- Evaluations will be conducted by the IoT Technical Committee Conferences and Events Committee in consultation with the IEEE IoT Technical Community Steering Committee.



**Slide 16**

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**KMPO**

Reza, I moved this side up from the end of this ppt to here so it's clear.

Karen M Pannullo, 2023-06-27T21:16:01.615

The following slides contain more detailed information about IEEE's Internet of Things Technical Community and the World Forum for your use in preparing the bid package.

# Background

The World Forum on the Internet of Things is the premier event for the IEEE IoT Technical Community. The purpose of the IEEE World Forum on IoT is to bring together the broad range of stakeholders interested in the creation, nurturing, promulgation, adoption, and operation of IoT technologies, product offerings, applications and solutions. The World Forum is expected to be the place to:

- Share knowledge
- Set the pace for discussion and dialog about the latest advancements and research topics
- Expose the community to the strategies being undertaken by industry, governments, and educational institutions
- Provide for effective interaction and networking between the communities interested in IoT
- Address issues of IoT Policy and Regulations so that IoT regimes provide a benefit to humanity and underserved communities
- Highlight significant ongoing and new IoT Projects and Deployments
- Explore Entrepreneurial Activities and Opportunities
- Provide a setting for exhibits and demonstrations for IoT products, services, and processes
- Celebrate outstanding achievements and contributions to making IoT a reality
- Convene Working Groups to address specific issues that may include requirements, architectures, standards, new technologies, processes, practices, and lessons learned from IoT deployments.
- Professional Development and Education for managers, administrators, and practitioners working on IoT

# Background

The previous and upcoming venues for the IEEE World Forum on IoT Include:

- 1<sup>st</sup> Seoul, Korea (6<sup>th</sup>–8<sup>th</sup> March 2014) - [2014 IEEE World Forum on Internet of Things \(WF-IoT\)](#) – 238 attendees
- 2<sup>nd</sup> Milan, Italy (14<sup>th</sup>-16<sup>th</sup> December 2015) - [2015 IEEE 2nd World Forum on Internet of Things \(WF-IoT\)](#) – 279 attendees
- 3<sup>rd</sup> Reston, VA USA (12<sup>th</sup>-14<sup>th</sup> December 2016) - [2016 IEEE 3rd World Forum on Internet of Things \(WF-IoT\)](#) – 355 attendees
- 4<sup>th</sup> Singapore (5<sup>th</sup>-8<sup>th</sup> February 2018) - <http://wfiot2018.iot.ieee.org/> - 721 attendees
- 5<sup>th</sup> Limerick, Ireland (12<sup>th</sup>-15<sup>th</sup> April 2019) – <http://wfiot2019.iot.ieee.org/> - 528 attendees
- 6<sup>th</sup> Virtual due to pandemic (2<sup>nd</sup> - 16<sup>th</sup> June 2020) - <http://wfiot2020.iot.ieee.org/> – 800 attendees
- 7<sup>th</sup> New Orleans, Louisiana USA (hybrid) : [2021 7th World Forum on Internet of Things \(WF-IoT\)](#) – 415 attendees
- 8<sup>th</sup> Yokohama, Japan (hybrid): [2022 8th World Forum on Internet of Things \(WF-IoT\)](#) – 806 attendees
- 9<sup>th</sup> Aveiro, Portugal – (October 12<sup>th</sup> – 27<sup>th</sup>) Hybrid - <https://wfiot2023.iot.ieee.org/>

# Background

- It is expected that the length of the conference will be a minimum of four (4) days.
- A plan to “virtualize” the conference should be developed as a backup in case of a global shutdown.
- The conference is intended to attract audiences that include:
  - The technical community with programming aimed at researchers and participants from academia. The draw for the conference should be from the IEEE global community with a weighing towards local and regional attendance including non-IEEE members.
  - Industry, commercial organizations, associations, and foundations with involvement from: management, IoT strategists, operators, product and service developers, designers, engineering practitioners, and business analysts. A significant fraction of the attendees are expected to be from industry, drawing from large, multi-national companies as well as local and regional players. The expectation is that a significant portion will likely not be IEEE-members and the event will count on local and regional marketing to draw an audience.
  - The government and public sector officials including: leaders, administrators, program and project managers, application specialists, planners, and legislators from organizations such as: Economic Development Organizations, Research International Foundations and Federal, National, Regional and Local Agencies dealing with specific topics addressed during the conference



# Background

- The World Forum is conducted under the auspices of the IEEE IoT Technical Community which is sponsored by 12 IEEE Societies and Councils and governed by the IEEE IoT Technical Community Steering Committee (TC SC).
- The IEEE IoT Technical Community Steering Committee takes overall financial responsibility for the IEEE World Forum on IoT.
- The IEEE ComSoc is the administrative organization for the IEEE IoT TC SC and will provide guidance on the management and contractual support for the World Forum on IoT conference.
- It is expected that the the successful bidder for the World Forum will work and coordinate with the IEEE IoT TC SC.

# Background

**The WF is expected to include the following elements:**

- A Technical Program
  - Technical Papers and Presentations\*
  - Workshops
  - Tutorials
  - Special Sessions
  - Industry Panels aimed at the research community
  - Doctoral Symposium

\*The Technical Papers and Presentations are aimed at a research-oriented audience. The papers are solicited through a Call for Papers, are peer reviewed and then selected for relevance as part of the Technical Program. The acceptance rate is ~ 50%. The papers are included in the Conference Proceedings and are published in IEEE Xplore.

# Background

In what can be thought of as “mini-conferences” within the World Forum, the event includes the following elements:

- **Vertical Tracks** focused on the issues of IoT development for a limited number of Verticals. These are aimed at a general audience of practitioners with speakers selected from the call for submissions and by invitation. The Verticals are specifically chosen to reflect local and regional interest. Examples include: Healthcare, Education, Construction, Mining and Natural Resources, Energy, Financial Services, Aerospace and Defense, Agriculture, Law Enforcement, Smart Cities, Smart Home, Utilities, Retailing, Logistics, Hospitality, Transportation, etc.
- **Topical Area Tracks** aimed at issues dealing with a limited number of Requirements, Technology, Process, Operations, or Policy. They too are aimed at a general audience of practitioners with speakers selected from the call for submissions and by invitation. Examples include: Regulations, Policy, Sustainment, Security and Privacy, Big Data, Cloud and Fog Computing, Standards, Architectures, IoT Management, Connectivity and Communications, Reliability, Artificial Intelligence, IoT Infrastructure, Platforms and Frameworks, etc.

It is expected that each of the Tracks will have a limited number of speakers who are leading experts and who represent a balance of stakeholders associated with the Vertical or Topical Area. The Tracks will accommodate panels and audience participation and are considered as Working Groups that guide the actions taken by the IoT Technical Community during the year. The speakers, panelists, and participants in the Tracks are encouraged to spend their time within the “mini-conference” and to actively contribute to the outcomes of the Working Groups. The audience is meant to be the general public as opposed to research, including industry and government and is aimed at practical issues.



# Background

## **The first day of the conference is typically devoted to:**

- Technical Workshops (Up to 12 - Full Day or Half)
  - Keynote Talks, Presentations, Panels, Discussions
  - The papers for the workshop will be peer reviewed and after acceptance and delivery, published in IEEE Xplore
- Special Sessions (Up to 4 - Full Day or Half Day)
- Tutorials (Up to 12 – 2 or 4 Hours)
- Other self contained and focused events such as:
  - Hackathons, Demonstrations, Competitions, and other formats that may be effective for the World Forum to achieve its intended impact.

## **The remaining three days are programmed for:**

- Plenary Sessions that address all the attendees of the World Forum (usually delivered in the first two hours each day)
- The Technical Program
  - Technical Sessions (at least 270 papers in 90 minute, 10 in parallel each day), Industry Panels (two 90-minute sessions per day), Doctoral Symposium (two 90-minute sessions on a single day)
- Vertical Tracks (up to 5 tracks per day; 6.5 hours each)
- Topical Area Tracks (up to 5 tracks per day; 6.5 hours each)
- Exhibits (including booths and tabletop)
- IEEE Young Professional and Women in Engineering Meet ups
- Special Purpose Meetings (Such as Standards)
- Other Formats that can contribute to the effectiveness of the World Forum