Presentation Title

|  |
| --- |
| Name of Individual intending to present  Organization  Contact info |

## ABSTRACT

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# AUDIENCE

Who should attend this talk? Submitter demonstrates an understanding of who their target audience is.

If this is a technical talk, indicate if this is a Beginner, Intermediate or Advanced talk.

If this is a Career Related talk, indicate if the target audiences are Students, Early Career, Mid-Career, Senior or All

INTRODUCTION

The Reviewers are looking for information on the following items:

* Is the topic relevant to a track's theme?
* Are the objectives clear and well-described?
* Is this paper written clearly?
* Will this presentation draw an audience?
* Is this paper well-organized and does it flow logically?
* Is the methodology appropriate? (if relevant)
* Are the analyses appropriate? (if relevant)
* Does the evidence support authors' arguments? (if relevant)
* Does this paper make a useful contribution?
* Does this paper make sure that the topic is not a rehash of established facts?
* Does this paper provide details on how the results can be repeatable?
* Does this paper mention alternate explanations or methodologies?
* This paper focuses purely on the technology and is not a recruiting or a product pitch.

OUTCOMES/CONCLUSION

What do you expect to accomplish? What are the key takeaways for the attendees?

**PARTICIPATION STATEMENT**

A statement that you have made a commitment to attend the conference if accepted.

# BIO

A brief description of presenter’s background, including expertise related to the topic and views of the issues. Make sure the Bios are not generic, but give the reviewers a chance to understand why the submitter(s) would deliver an excellent presentation.

REFERENCES/BIBLIOGRAPGHY

Important for reviewers to distinguish a good idea from work that has been tried and tested.