

## IIR CONFERENCE PROPOSAL FORM

We thank you for your interest in publishing with Integrated Intelligent Research (IIR). To evaluate your proposal, we request you to complete this conference proposal form. Please do not hesitate to contact us with any questions you may have.

1	Organization/ University/ College:	
Along with this conference proposal form, Please provide the following material (if you have not already done so)		
2	Conference Title	
3	Conference URL (If created)	
4	Conference Domain (i.e. computer science/ Electronics/ Electrical) etc.	
5	Proposed Dates	
6	Conference Venue (University/college/Hotel)	
7	Expected number of papers	
8	Whether the organization Organized conference in previous years?,	Yes/No If yes, Please provide, link of the conference, received number of papers, acceptance ration and type of publication (Proceedings/ special issue of journal/ books/CD proceedings/etc.) as an attachment
9	Organization Private/Govt. University / Self Finance College	
10	Department(s)	
11	Areas of publications: SCI/Scopus/Indexed Journals	
12	Name the Funding organizations [you can get any Financial Support from your affiliation or other funding Agency] .	
13	Do you have any local and international experts' resource, especially from Abroad, that can review and comment on submissions, give opening remarks or Keynotes?	List of experts and their role in the proposed conference as an attachment



Personal Details of Conference Organiser (Please attach the CV )	
Proposed General Chairman Title / Name / Affiliations	
Proposed Other Committees Title / Name / Affiliation	As an Attachment
Proposed Technical Committees Title / Name / Affiliation	As an Attachment
Contact Person Details	
Title( Dr/Prof/Mr/Ms/Er)	
Last Name	
First Name	
Postal Address	
Telephone number With country code	
E-mail	
Homepage URL	

## IIR Conferences Estimated papers and Publications :

Stating date for submission of papers	
End date for submission of papers	
How many submissions expected?	
How many acceptances expected?	
How many registrations expected?	
How many participants expected?	
Name of the Tools for plagiarism check	
Proceedings (Only abstract/Full papers in CD/Full papers printing/Online publications)	
Number of papers recommended to publish SCI/SCI-E Journals	
Number of papers recommended to publish Scopus Journals	
Number of papers recommended to publish DOI+ Impact factor Journals	
Number of papers recommended to publish indexed Journals	
What are your advantages to make this conference successful?	
Do you have any conferences experiences, please list some examples:	

## ***A brief description about the responsibilities between the IIR and the Co-Organizer***

### **The responsibilities of the IIR:**

1. The IIR will provide web Design-Web Hosting.
2. The IIR will provide administrative Support for all the authors before, during and after the conference.
3. The IIR will promote the conference along with organiser through web portal, submission of conference alert and email.
4. The IIR will be jointly responsible for the Collections, review and maintain the standards of the papers
5. The IIR will be responsible for Publication conference proceedings and distribution to all the participants.
6. The IIR will be also responsible for the inclusion of all the accepted papers in the IIR E-Library.
7. IIR will provide Conference kit in order to distribute at the conference venue (Optional).

### **The responsibilities of the Co-Organizer:**

1. The seminar rooms will be provided free by the Co-Organizer and will have Screen, Computer, and Overhead Projector, Data Projector and a blackboard or whiteboard.
2. The coffee-breaks, food and Banquet will be provided *free/ partial support* by the Co-Organizer.
3. The Co-Organizer will invite the officials (Dean, presidents, etc)  
(These members are without registration fees. IIR should aware the Number of invitees to facilitate the conference kit).
4. Recommend accommodations to the participant.
5. The organizer can recommend a certain number of excellent papers to the conference for free. Other Participants will pay registration fees to IIR.
6. The Co-Organizer may apply funding from IIR depending on the circumstances.
7. **Please submit your application to [conferences@iirgroups.org/](mailto:conferences@iirgroups.org)  
[admin@iirgroups.org](mailto:admin@iirgroups.org)**
8. **For the matters not involved, the both sides will solve them through further consultation**

\_\_\_\_\_  
Name and Signature of the Proposer

Email : \_\_\_\_\_ Contact no: \_\_\_\_\_