

***Disclaimer:** The organizers reserve the right to changes should unforeseen circumstances arise.*

**Q: When and where will the Satellite Workshops take place?**

Our current plan is for all Satellite Workshops to be held on Monday, 4 May 2026, from 9:00 am to 6:00 pm at [CCIB Convention Centre](#) in Barcelona, though details may be subject to change.

**Q: What is the planned schedule for the workshops?**

9:00-10:30 First block (morning)  
10:30-11:00 Coffee Break  
11:00-12:30 Second block (morning)  
Lunch break  
14:30-16:00 First block (afternoon)  
16:00-16:30 Coffee break  
16:30-18:00 Second block (afternoon)

**Q: How do we advertise for the individual workshops?**

Your own connections and networks will be the most important channel as our goal is attracting groups beyond the traditional ICASSP audience.

In addition, the workshop chairs are coordinating with the IEEE SPS for the advertisement of the workshops. No need for the workshop organizers to communicate with SPS directly.

**Q: What are the registration fees for the workshops?**

Workshop participants and authors must all be registered – Please refer to the registration page for specific registration options for ICASSP. Additionally, a small workshop fee will apply for all conference attendees to support space planning and logistics.

**Q: Are there free registrations for invited speakers?**

Each workshop can have up to two complimentary non-author workshop registrations for invited speakers. These complimentary registrations apply only to May 4, the workshop day.

**Q: How are the workshop papers handled?**

Submissions to workshops are handled by the conference management system of ICASSP. The submission links can be found on the [Satellite Workshop page](#) of the ICASSP main site.

**Q: How can workshop organizers check what papers have been submitted?**

Yes, the workshop organizers can access the papers submitted to their workshop. Details will be communicated soon.

**Q: How is the review process for workshop papers organized?**

Even though the submission site is using the same platform as the main conference, the review process of the workshops will be handled completely independently. Therefore, the workshop organizers are responsible for recruiting the reviewers that are needed for handling the papers

submitted to their workshop. The list of reviewers with positive consent should be sent to the Satellite Workshop Chairs no later than **15 October 2025** (one week before the paper submission deadline). It will then be included in the conference management system.

**Q: Can the workshops have Poster Sessions?**

Yes, it is possible to have poster sessions. However, it is required that the workshop organizers contact the Satellite Workshop Chairs by **December 10, 2025** the latest if they want to have a poster session.

**Q: Is there a fee for conference room booking or other costs at the venue that the workshop organizers have to cover?**

No. Workshops take place at the main conference site, whose fees are covered by ICASSP.

**Q: What is ICASSP providing for the workshops?**

All workshops will have their own conference room with a set up for oral sessions as well as for two coffee breaks—please see the schedule above.

**Q: Will there be arrangements for projector, mic and audio system in the workshop rooms provided by the ?**

Yes.

**Q: Who will help with VISA and other logistic issues?**

All logistics including visas will be managed by ICASSP. Information can be found on the main conference pages.