



# 2025

## The 21st International Conference on Intelligent Information Hiding and Multimedia Signal Processing

October 15-17, 2025, The Splendor Hotel, Taichung, Taiwan



### The working list of the session chair

Dear session chair,

We are pleased to inform you that the responsibilities of the session chair will not be heavy. For your convenience, we have listed the main process items during the session as follows:

- (1) Please check in at IIHMSP 2025 (14F) at least 15 minutes before the session begins.
- (2) Arrange the presenters to save their presentation file(s) into the notebook/PC before the session starts.
- (3) Each session will have a total of 100 minutes. At the beginning of the meeting, please explain the briefing rules to the presenters (presentation time, Q&A time, and that staff members will raise signs and ring a bell to remind them when 2 minutes remain and when time is up). A staff member will confirm the timing details with you in the session room.
- (4) Introduce the participants and their paper titles.
- (5) Remind each presenter to sign the signature form after their presentation.  
(IIHMSP 2025 will provide the form)
- (6) Deliver the certificate of presentation to the session presenter after completing his/her presentations and take a photo with the presenter with assistance from the staff.
- (7) At the end of the session, please return the signed form to the session staff.

We sincerely appreciate your contribution to IIHMSP 2025.

If you have any questions, please feel free to contact us.

Kind regards,

Program committee, IIHMSP 2025