



## RISC-V Days Tokyo 2022 Spring

### Sponsor Guide

#### RISC-V Alliance Japan

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Thank you for your sponsorship of RISC-V Days Tokyo. This document provides important timelines to make presentations and other events run smoothly, in addition to attract attendees by disclosing information about sponsors in advance. For details on presentations and rehearsal procedures, please refer to the separate documents. Please be aware that the information you provide may be made public on the Internet before and after the conference. We ask for your cooperation in meeting the deadlines for submission of presentation information and other materials to ensure the smooth running of the conference.

#### RISC-V Days Tokyo 2022 Spring Dates and Time

Tuesday, May 31st, 2022 13:00 - 17:00 JST (Japan Standard Time, GMT+9) Online

Wednesday, June 1st, 2022 10:00 - 15:00 JST (Japan Standard Time, GMT+9) Online

Thursday, June 2nd, 2022 10:00 - 15:00 JST (Japan Standard Time, GMT+9) Online

## 1. Important Timelines

### 1.1 Presentation

#### Items to Submit

Deadline	Items	Submission Method
Apr 29th (Fri)	<b>Presentation Title</b>	Please fill the form shared as a shared-editable google Doc document.
	<b>Speaker Name, Affiliation, Position, email address (English/Japanese)</b>	
May 13th (Fri)	<b>Introduction to the company or organization</b> 50 words in English 100 characters in Japanese	

	<b>Speaker Biography</b> 50 words in English 100 characters in Japanese	
	<b>Speaker's photo (square)</b>	
	<b>Speaker's contact information</b>	
<b>May 20th (Fri)</b>	<b>Presentation Outline</b> 50 words in English 100 characters in Japanese	
<b>May 27th (Mon)</b>	<b>Final Presentation PDF</b>	Please send it to <a href="mailto:yasuyuki.saito@riscv.or.jp">yasuyuki.saito@riscv.or.jp</a>

The information you provide above will be posted on the conference web portal.

Please refer to the following examples:

- <https://riscv.or.jp/en/risc-v-days-tokyo-2022-spring-en>
- <https://riscv.or.jp/riscv-day-tokyo-2022/presenter-bios-en>
- <https://riscv.or.jp/risc-v-days-tokyo-2022-spring/>
- <https://riscv.or.jp/riscv-day-tokyo-2022/presenter-bios>

## Rehearsal

Date	Item	Scheduling Method
May 9 ~ May 13	Presentation Rehearsal Scheduling	TBD (will inform later)
May 16 ~ May 27	Presentation Rehearsal	TBD (will inform later)
May 31 ~ Jun 2	The day of the event	—

A separate document will be sent to you with details on how to rehearse and conduct your presentation.

## 1.2 Online RISC-V Pavilion (Virtual Demo Booth)

Recommended online meeting and demo setting dates and time :

June 1st and 2nd 15:00 - 17:00 JST (Japan Standard Time, GMT+9) Onlin

### Items to Submit

Deadline	Items	Submission Method
<b>Apr 29th (Fri)</b>  <b>Deadline #1</b>	<b>Demo Title</b>  <b>Demonstrator Name, Affiliation, Position, email address (English/Japanese)</b>	Please fill the form shared as a shared-editable document

<b>May 13th (Fri)</b> <b>Deadline #2</b>	<b>Introduction to the company or organization</b> 50 words in English 200 characters in Japanese
	<b>Demonstrator Biography</b> 50 words in English 200 characters in Japanese
	<b>Demonstrator's photo (square)</b>
	<b>Speaker contact information</b>
<b>May 20th (Fri)</b> <b>Deadline #3</b>	<b>Description Image for the Demo Web Portal</b>
	<b>Description of the Demo</b> 100 words in English 400 characters in Japanese
	<b>Demonstration Time (例: Apr xx 10:00~16:00)</b>
	<b>Email Address for receiving private messages</b>
	<b>URL to the Live Demo</b> (assumes use of Zoom or other video-conf system)
	<b>URL to promotional demo introduction video</b> (a URL to Youtube, etc.)
	<b>Promotional Demo Introduction PDF</b> (a URL to the PDF is acceptable)

The information you provide above will be posted on the conference web portal.

Please refer to the following examples:

<https://riscv.or.jp/en/riscv-days-tokyo-2021-autumn-en/#VDB>

<https://riscv.or.jp/en/riscv-days-tokyo-2021-autumn-en/online-pavilion/#SHC>

Japanese

<https://riscv.or.jp/riscv-days-tokyo-2021-autumn/#VDB>

<https://riscv.or.jp/riscv-days-tokyo-2021-autumn/online-pavilion/#SHC>

## Connection Test

The demo organizer is responsible to perform the connection test of the live demo delivery.

Date	Item	Scheduling Method
~ May 20th	Live demo deadline # 3 items	—
~ May 27th	Live demo Connection Test	—
Jun 1st ~ Jun 2nd	The day of the event	—

### 1.3 Press Conference

#### Items to Submit

Deadline	Items	Submission Method
TBD	TBD	TBD

### 2. Overall rough schedule for conference preparation (subject to change)

Date	Item	
Apr 15	Draft schedule release	
	⋮	
Apr 29	Deadline #1	
	News Release #2	
	⋮	
May 13	Deadline #2	
May 9 ~ May 13	Rehearsal Scheduling	
May 20	Deadline #3	
	News Release #3	
May 16 ~ May 27	Online Rehearsal	
May 27	Final Presentation PDF	
May 30	Press Conference	
May 31	DAY 1	
Jun 1	DAY 2	
Jun 2	DAY 3	

Thank you for your contribution to RISC-V Days Tokyo.

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