



CALL FOR PRESENTATIONS

Canadian Evaluation Society Conference 2021

Guidelines for preparing and submitting a proposal for a presentation at the 2021 CES Online Conference, May 10, 12, and 14, 2021

Conference website: <https://c2021.evaluationcanada.ca/>

Introduction

The 2021 Conference Organizing Committee is pleased to invite evaluation professionals, members of academia, students, and other potential presenters to submit proposals for presentations that will contribute to our conference theme. There is a separate call for workshops available on the conference website.

The conference will be held online on May 10, 12, and 14, 2021. Pre-conference workshops will occur during the week of May 3, 2021.

The conference organizing committee is committed to supporting diversity in all aspects of the program. This includes conference presentations where we hope to feature contributions from traditionally underrepresented and marginalized groups.

IF YOU HAD A PRESENTATION APPROVED FOR THE 2020 CONFERENCE: Your proposal was re-entered in the proposal system and you can access it using the same access code you were given last year. You can elect not to reactivate your proposal (in which case you have nothing else to do) or to access your proposal again to resubmit it, with or without changes. If you reactivate your proposal without changes, the score it received last year will be reused; if you reactivate your proposal and make changes to it, your proposal will be reassessed.

Conference Theme

The conference theme is: "Evaluation Utilization: Achieving our Potential?". The 2020 CES Conference will explore the world of evaluation utilization through five sub-themes by first **positioning it** (what is it? is it a priority?), then by **achieving it** (how is it achieved? how do we know it has been achieved?), by **questioning it** (whose utilization?), by analyzing the impact of the COVID-19 **pandemic** on utilization, and discussing the interactions between utilization and **marginalization**. More information on the theme and sub-themes is available on the Conference website.



Call for Presentations

Deadline to Submit Presentation Proposals. The deadline to submit presentation proposals is November 8, 2020 by 11:59 pm PST. **This is a firm deadline. There will be no extension.**

Presentation Proposal Submission Procedure. Presentation proposals must be submitted electronically via the proposal page on the conference website <https://c2021.evaluationcanada.ca/>. Preparation of your proposal(s) using our online application form does not have to be completed in one sitting; you will be given a passcode that will enable you to return to your proposal once you are working on your proposal online.

Note 1: Given the virtual nature of C2021, three demands will be placed on presenters: (1) **register** for the conference; (2) provide a **video recording** of your presentation – except workshops and debates (tutorials will be offered); (3) be available for **real-time discussion** of your presentation at the time indicated by conference organizers.

Note 2: There is no limit to the number of proposals one can submit or be part of but it is important to be aware that **no more than two proposals** will be accepted from any one person. Any role (e.g., lead, panel member, discussant, etc.) played in a presentation will count towards that limit. Beyond the limit, presentations involving the most presenters will be favoured.

Note 3: The program committee will assign a time for each presentation during afternoons (Eastern time). To ensure the coherence of the program, and out of respect for other presenters, we **will not entertain requests for timing changes** other than to resolve a double-booking with another C2021 presentation. We expect that presenters to be available for all three days during which the conference is being held.

Information you will be asked for. You will be asked to provide the following information. It is advisable to gather this information before initiating the proposal submission process:

- first and last name, professional affiliation, e-mail address, student status and Credentialed Evaluator status of each presenter (up to 5);
- short bio (max 500 characters) for each presenter;
- presentation title;
- presentation type (see below);
- presentation summary (max 1,000 characters);
- presentation language (English, French, Spanish, Portuguese) (note: there will be no simultaneous interpretation of concurrent sessions);
- sub-theme to which the presentation most significantly contributes;
- competency domain that the presentation most significantly addresses;
- topic areas that characterize the presentation (a list of 30+ topics will be offered);
- for a panel, a summary of each contribution (max 1,000 characters each);
- a few questions regarding socio-cultural self-identification. More information on the conference website under Equity, Diversity, and Inclusion.

Cultural Appropriation. As part of CES' and C2021's commitment to promoting diversity, supporting inclusion and building equity through peer-to-peer learning, we are, for the first time, asking anyone submitting a proposal (paper, workshop) to become more aware of what constitutes cultural



appropriation, by reviewing a dedicated webpage on the conference website. In the submission form, applicants will be asked to declare that the presenters(s) and workshop leaders(s) have reflected on the contents of their submission and believe they are not engaging in cultural appropriation.

Types of Presentations. The Conference Planning Committee strongly encourages interactive and engaging presentations. The types of presentations (including the duration for each type) are described below. **Given the online nature of C2021, panels, debates, and expert tutorials are limited to 60 minutes.**

Presentation type	Description	Duration
Short Presentation	Traditional presentation made by one or more speakers meant to share research results or completed work, as well as innovative evaluation concepts, methodologies, or tools.	15 min. per presentation + Q&A
Ignite Presentation	300-second (timer in hand) rapid presentations incorporating excellence in slide design in support of a very clearly articulated message. Presenters need to practice in order to get their timing down and their quality up.	5 minutes (will be grouped in sessions)
Leading Edge Panel	Integrated panels that include multiple speakers focusing on one issue. The submitter is responsible for coordinating the panel presentations in advance. The proposal must include an abstract from each panel member.	60 minutes
Debate	Two or three debaters holding clearly different points of view exchange insights. The interaction is moderated by a chairperson with a prepared set of questions. Half of the presentation time should be devoted to responding to audience questions.	60 minutes (½ debate; ½ audience questions)
Expert tutorial	Tutorials are moderated by experts, designed to help professionals rapidly come up to speed on a specific technology, methodology or topic. Tutorials can be lecture-oriented or participatory. Tutorial attendees deserve the highest standard of excellence in preparation and delivery.	60 minutes
Storytelling	Stories should be consistent with the conference theme and should also reflect the genuine and authentic experience of an individual, a team, or a community. For example, a session could involve a story of a successful, or less than successful, evaluation experience.	15 minutes per story + exchanges
Poster Presentation	A virtual poster is a one-page digital file, based on a 16x9 format; technical instructions will be supplied. Presenters will also deliver a 2-minute recorded video description of their work and will be present through the conference to interact with delegates using the platform networking features.	2 minutes

Selection Criteria for Presentations. An independent review committee will rate the submitted proposals according to the criteria outlined below. The program committee will make the final selection based on peer-review ratings and other considerations, including diversity. Those whose proposals are accepted, rejected, or put on a waiting list will be advised on December 6, 2020.



Criteria	Weight
Relevance: The proposal should demonstrate alignment to the conference theme and to evaluation competencies.	25
Clarity and quality: The proposal should clearly outline the topic that will be featured in the presentation as well as its main concepts/ideas.	25
Innovation: The proposal introduces new ideas, methods, and/or approaches that promote new knowledge and have the potential to contribute to the field, or includes interactive and/or other methods to support learning.	25
Focus: The proposal contributes to knowledge on broader issues of evaluation methods, theories, policies, and practices that have value to a wide community in contrast to presenting findings of a specific evaluation.	25
Presence of a credentialed evaluator on the team	5 extra points

Technology. The conference will be delivered entirely online using a virtual conference platform. A simple computer will be sufficient to deliver a presentation. Presenters will be expected to deliver their presentations as a final recorded video no later than April 18, 2021 to avoid any real-time delivery glitches and give us time to populate the conference platform. Tutorials and technical support will be available to presenters in the preparation of the video recordings and in accessing and using the conference platform.

Compensation. No compensation is offered to presenters. All presenters are required to register for the conference. **Registration fees [LINK ONCE AVAILABLE] are not waived for presenters.** However, they are about one-half what they were for the in-person conference.

Financial Assistance. We recognize that these remain very uncertain economic times. We are committed to reducing barriers to participation and increasing the range of diverse voices at CES 2021. As such, you will be asked in your application if you or any member of your presentation team requires financial assistance to be able to register and present at CES 2021. Should you indicate yes, we will be in touch after we have completed the proposal review process to provide you with further information about the financial assistance available.

Contact Information

Any questions regarding the proposal submission process should be forwarded to the Scientific Working Group at c2021science@evaluationcanada.ca.

Once the selection of presentations is completed, all applicants will be contacted about the outcome of their proposal. The Conference Program Committee will be available to provide guidance and answer questions. The Program Committee can be reached at c2021program@evaluationcanada.ca.