IT@UofT 2021 conference
— Proposal submission guidelines —

IT@UofT 2021 is an annual University of Toronto (U of T) tri-campus conference, created by the community, for the community. It is a forum for the sharing of ideas, research, practices and experiences as well as an opportunity to discuss trends, results, accomplishments and innovations among the U of T tri-campus community.

The virtual conference is hosted by Information Technology Services (ITS). The event audience is faculty and staff (management and employees) — including IT leaders, technical specialists, decision-makers, communications professionals and administrators.

* * * * * * * * * * * * * * * * *

Proposal streams
The 2021 conference theme is *IT@UofT: People. Solutions. Collaboration.* The conference is focused on IT with five main streams that proposal(s) may fall under. These include:

1. **Culture and core values**
   Creating a culture that supports development and promotes shared leadership, learning, creativity, excellence in service and teamwork are ITS Core Values as well as values seen across the entire IT@UofT tri-campus community at the University. Share your expertise and experience on how to cultivate high-performance team practises, including professional development. Keep in mind: creative and critical thinking are encouraged – don't be afraid to think outside the box and motivate others to do the same!

2. **Information security and privacy**
   This year's conference will bring a special focus to information security and privacy. The Information Security team's motto is "one team, one goal," meaning staying safe online is a collective effort and that U of T requires a diverse range of input and expertise in this area. Therefore, we are soliciting proposals about news, trends and best online practises as they relate to data, security and information privacy. We are also welcoming topics on broader issues, such as ethics and notice (i.e., privacy, data collection).

Initiatives within IT@UofT support the University's mission of teaching, learning and research. Subject matter experts who can deconstruct complex issues, examine tools and offer key learnings, results and analysis will play an important role in the 2021 conference sessions. Consider submitting a project and/or idea that links to one of these three streams, which can involve technical solutions or people/collaborative-based initiatives:

3. **Instructional and academic technology and initiatives**

4. **Research-related technology and initiatives**

5. **Administrative technology and initiatives**

****

Presentation guidelines (required)

- Presentations should last no longer than 30 minutes in length. (*Please note: this includes the actual presentation plus other engagement elements, such as a Q&A session*).

- Presentations must fall under one or more of the aforementioned proposal streams.

- Use common categories to focus your work, such as introduction/background, research, dilemma/questions, methodology, statistics, results, analysis and conclusion.

- Consider using virtual engagement strategies, such as surveys, polls and Q&As, to add meaningful interaction and creativity to your presentation. For example, the Hopin platform (where the conference will be hosted) offers Slido integration, which allows you to set up quizzes, polls, surveys, audience questions and more in an interactive and visual format. Learn more about the Slido feature and how to use it here.

- If you are using a PowerPoint for your presentation, you must use the IT@UofT 2021 template, which will be emailed to you if your proposal is selected.

- Determine your presentation format (i.e., lecture, workshop, Q&A, etc.) as it is required for the submission form.

- Submit your presentation title and speaker name(s)/title(s) as you would like it to appear on the IT@UofT 2021 schedule.

****

Submit your proposal

To submit a proposal, please complete the online submission form here.

****

Dates to remember

March 29 (extended) – Submission deadline.

Early April – Submission decision communicated to selected presenters by conference committee.

****

Contact

If you have any questions or would like to discuss your submission further, please do not hesitate to contact the IT@UofT 2021 planning committee at: its.eda@utoronto.ca.