



CALL FOR PRESENTATIONS

Canadian Evaluation Society Conference 2019

Guidelines for preparing and submitting a proposal to present at the

2019 CES Conference in Halifax, Nova Scotia

May 26- 29, 2019



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1. Introduction

The 2019 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. The conference will be held in Halifax, NS from **May 27 to May 29, 2019**. Pre-conference workshops will occur on Sunday, May 26th, 2019. There is a separate call for workshops available on the conference website.

2. Conference Theme

As two bridges span Halifax harbour, our theme, *Bridges*, is undoubtedly geographically relevant. *Bridges* also evokes broader connotations for the field of evaluation locally, nationally and globally. It is our intent that our theme inspires delegates to reflect in ways that will add some originality to the term and make the conference memorable.

- ***Subtheme 1: Bridges that connect***

This sub-theme invites conversations about the connections built, sustained, or strengthened through evaluation and is an opportunity to share experiences about building and traveling bridges to overcome obstacles to evaluation. Evaluators also build bridges to strengthen stakeholder relationships and to help programs reach their goals efficiently and effectively.

- ***Subtheme 2: Sustaining and using Bridges***

Bringing people together to make a difference may be simpler than sustaining connections through life-cycles of change-making. This sub-theme inspires conversations about how to build sustainable connections that can weather storms and be adapted as needed to remain useful. We invite delegates to discuss established bridges in need of up-keep or new supports, as well as those that are no longer useful or relevant.

- ***Subtheme 3: Stories from the ship's Bridge***

A bridge can be '*the elevated platform from which the captain steers a ship.*' From the bridge the captain has a broad view of the surrounding environment and access to navigational tools to guide the ship safely on its journey. This subtheme conjures notions of complex system evaluation and is an opportunity for delegates to share their experiences from the ship's bridge as evaluative leaders guiding the way through complex systems in stormy weather and fair skies.

3. Call for Presentations



The Canadian Evaluation Society invites you to submit a proposal for a presentation at the 2019 annual conference. The presentations will take place during the conference from **May 27-29, 2019**.

Deadline to Submit Presentation Proposals

The deadline to submit presentation proposals is **December 14, 2018 by 11:59 pm AST**. **THIS IS A FIRM DEADLINE; THERE WILL BE NO EXTENSION.**

Presentation Proposal Submission Procedure

Presentation proposals can be submitted electronically by visiting the site <http://www.c2019evaluationcanada.ca>

Proposals do not have to be completed in one sitting. You will have the option of obtaining a passcode to return to your proposal once you are working in the proposal pages.

For scheduling purposes, we ask that you identify the key person who will be presenting, and if there are co-presenters.

Note: Be sure to complete all fields in your electronic submission as **incomplete proposals will not be reviewed**. Carefully review and edit your responses prior to submitting your completed proposal. The committee reserves the right to contact specific presenters to obtain more information or suggest modifications to proposals.

An independent review committee will rate the submitted proposals according to criteria outlined on page 7. Those who submit proposals can expect to be advised whether their proposals have been accepted in January 2019.

Areas of Focus

The Conference Organizing Committee strongly encourages **interactive and engaging presentations that are relevant to evaluation practice and support the competencies for evaluators**.

Evaluator Competencies

Proposals should clearly note which CES evaluator competencies will be reflected during the presentation and how (please select up to the two key competencies per presentation). The five competency domains include:

- **Reflective Practice:** Focuses on the fundamental norms and values underlying evaluation practice and awareness of one’s evaluation expertise and needs for growth.
- **Technical Practice:** focuses on the specialized aspects of evaluation, such as design, data collection, analysis, interpretation and reporting.
- **Situational Practice:** focus on the application of evaluative thinking in analyzing and attending to the unique interests, issues, and contextual circumstances in which evaluation skills are being applied.
- **Management Practice:** focuses on the process of managing a project/evaluation, such as budgeting, coordinating resources and supervising.
- **Interpersonal Practice:** focuses on people skills, such as communication, negotiation, conflict resolution, collaboration, and diversity.

For more information on competencies go to:

<https://evaluationcanada.ca/competencies-canadian-evaluators>

Types of Presentation

The types of presentations (including the duration for each type) are described below; however, proposals for other types of presentation formats will be considered – please contact the Program Co-Chairs at conference@c2019evaluationcanada.ca to discuss ideas for alternative presentation formats prior to submitting a proposal.

Type of Presentation	Description	Duration
Leading Edge Panel	Integrated panels that include multiple speakers focusing on one Leading Edge issue for a maximum duration of 90 minutes, including questions for each speaker as well as introductory and closing remarks if needed. The submitter is responsible for coordinating the panel presentations in advance.	90 minutes (includes questions)
Lightning Round Table	Maximize your networking in these exciting, parallel sessions where you get to exchange with other evaluators on your topic. Each presenter or presentation team will deliver content to a table of approximately 10 participants in 15 minutes or less, followed by a 10-minute interactive discussion. Participants will then move to another table. Presenters will deliver their content 3 times	25 minutes (15 minutes per presentation plus 10 minutes for discussion)

	with different sets of participants, benefiting from the ideas and practical experiences of all.	
Debate	Two or three debaters holding clearly different points of view exchange insights on a topic of interest to evaluators. The interaction should be moderated by a chairperson with a prepared set of questions. Half of the presentation time should be devoted to responding to audience questions. The main abstract should identify the topic, why the topic is of interest to evaluators, and the contrasting positions of the debaters. An alternative format would be to debate a specific proposition that would be directed towards a specific organization or institution, such as the CES.	45 minutes of debate with pre-defined moderator questions (+ 45 minutes for audience questions)
Consultation and Collaboration	<p>Procedure: The presenter poses the problem, issue, or topic and sets out the framework for discussion/activity. Attendees, seated in table groups work on their assigned task, and then report back to the large group. Time for each component will be dependent on session length and negotiated by presenter and chair.</p> <p>Content: Consultation sessions are highly interactive and designed to get input from the attendees. The session may be (a) a roundtable with a short presentation and discussion on a specific idea or issue or (b) a problem solving session to which the presenter brings a particular evaluation challenge and asks the group to contribute their thinking towards a solution.</p> <p>Abstract: Includes the topic for discussion, either a theoretical or practical issue, a purpose for the collaboration and consultation activity, how the presenter will solicit feedback from attendees, and how the information contributed will be used after the session.</p>	25 or 50 minutes
Storytelling	Stories should be consistent with the conference theme and should also reflect the genuine and authentic experience of an	Individual stories ~15 minutes each, with a total of 90 minutes allocated for a

	individual, a team, or a community. For example, a session could involve a story of a successful, or less than successful, evaluation experience.	session. (Number of Participants = 30 maximum).
Ignite Presentations	Ignite-style rapid presentations incorporate excellence in slide design in support of a very clearly articulated message delivered through 10-20 slides in just 5 minutes. Presenters need to practice in order to get their timing down and their quality up. Rapid presentations are challenging, exciting, and dare we say it – they can be quite fun to create, to give, and to attend.	5 minutes (Ignite presentations will be grouped together in a single session).
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.	15-20 minutes per presentation (plus 5 to 10 minutes of questions shared amongst the speakers).
Student Presentation	We strongly encourage full- or part-time students to submit a presentation proposal. These presentations are similar to the paper presentations described above, but we are asking students to identify themselves as such. Student presentations are conventional presentations delivered by one or more students with the goal of sharing the results of innovative studies or projects (completed or in progress). Student presentations will not be held separately; they will be grouped with other short presentations and will be identified as student presentations in the program.	15-20 minutes per presentation (plus 5 to 10 minutes of questions shared amongst the speakers).
Poster Presentation	Poster sessions provide a less formal opportunity to share evaluation work with colleagues. Based on the display space, the maximum size for posters will be 1.2 120 cm h x 90 cm w (48" h x 36" w). Presenters must be present for the duration of their scheduled poster presentation session. However, posters may be displayed for the duration of the conference. Prize information will be posted on the conference website closer to the conference.	120 minutes
Thematic Breakfast Roundtable	A Thematic Breakfast Roundtable is a 60-minute group discussion on a precise theme among up to 8-10 participants seated	60 minutes

	<p>around a table (breakfast will be provided for those participating in the roundtables). Roundtable presentations typically include a 5- to 10- minute presentation by the organizer to introduce the topic, followed by discussion and feedback from participants. Roundtable presenters should bring targeted questions to pose to participants at the table in order to learn from, and with, those attending. The presenter is also asked to summarize and conclude on the subject at the end of the session (5 minutes). Roundtables are excellent venues for getting targeted feedback, engaging in in-depth discussions, and meeting colleagues with similar interests. Note that a Breakfast Roundtable is addressed to a limited number of participants. The abstract should detail the focus of the presentation and the way(s) in which it contributes to the body of knowledge in the field of evaluation. Each presenter is in charge of his or her discussion group, but most will include a short introductory presentation (5 to 10 minutes), a discussion (around 45 to 50 minutes) and a conclusion (5 minutes).</p>	
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Selection Criteria for Presentations

The independent review committee will evaluate each proposal based on these criteria:

Criterion	Weighting
Relevance: The proposal should demonstrate alignment to the 2019 conference themes and to evaluation competencies.	20%
Clarity and quality: The proposal should clearly outline the topic that will be featured in the presentation as well as its main concepts/ideas.	20%
Innovation: The proposal introduces new ideas, methods, and/or approaches that promote new knowledge and have the potential to contribute to the field.	20%
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.	20%
Learning support: The proposal should include interactive and/or other methods to support learning where applicable.	20%



Technology

One data projector, laptop, screen, and flip chart will be provided per session room. If facilitators need additional equipment, please inform the planning committee, prior to submitting your proposal, to discuss whether these can be provided. Presenters are responsible for covering the costs of additional equipment.

Compensation

There is no compensation or travel expenses covered for presenters. All presenters are required to register for the conference. **Registration fees are not waived for presenters.**



Contact Information

The Conference Program Committee will be available to provide guidance and answer questions. We will also inform facilitators of the deadline to provide presentation materials (agendas, deck presentations, case studies, etc.).

Any questions regarding the proposal submission process should be forwarded to conference Program Committee at conference@c2019evaluationcanada.ca

Thank you and we are looking forward to seeing you in Halifax!