Career Forum Roundtables and Conversations, Not Presentations

OLC Presenter Services

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Agenda

• Career Forum Overview

• Best Practices for Facilitating an Effective Roundtable Discussion

• Conversations, Not Presentations Overview

• Logistical Considerations
What’s next for Instructional Designers? A Mid-Career Instructional Designer Roundtable

Using Improv Techniques to Improve Designer-Subject Matter Expert Relationships

To Ph.D. or Not to Ph.D.: Is That Your Question?

Industry Partnerships: Giving Employers a Voice in the Curriculum
### Session Overview

#### Session Goals
- Highlight a specific EdTech career issue, challenge, or opportunity
- Hold an engaging, audience-involved discussion to explore the issue, challenge, or opportunity
- Make connections to current EdTech trends and current workforce trends
- Identify career-related takeaways for a specific target audience

#### Session Format
- Roundtable discussion!
- 45 minutes
Best Practices for Roundtables

Focus

• Align the proposal and the roundtable discussion.

• Prepare to facilitate a discussion that:
  • Clearly defines and explores the key career-related issue of interest.
  • Addresses multiple viewpoints or different perspectives for roundtable participants to consider and discuss.

Structure
• Develop & follow a discussion guide
• Plan your facilitation approach (e.g., who will moderate?)
• Present one slide with discussion questions

Interaction
• Audience involvement
  • Welcome & introductions
  • Polling the audience
  • Following up on audience perspectives
  • Sharing experience & anecdotes
  • Wrap-up & takeaways
Conversations Not Presentations
Overview

The intent of the Conversation, Not Presentation format is to offer participants an opportunity for facilitated conversation around a topic.

This is not a standard lecture format, rather follows a pattern similar to:

Share > Discuss/Generate > Share
Use Cases and Best Practices
Overall Tips for Success

1. Keep it simple with focused prompts.

2. Focus on people and participation in a collaborative, inclusive environment.

3. Provide accessible resources.

4. Use technology to bring people together and keep them engaged.

5. Stack the audience with allies.

6. Create a way to backchannel and continue the conversation.
Activity

Let’s collaboratively model the spirit of a Conversations, Not Presentations session. Join us on Padlet at the link below (we’ll put it in the chat in Zoom, too!) and answer the questions when prompted by your facilitators:

https://padlet.com/angela_gunder/olccnp
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Logistics
Room Set-up

- Round tables for attendees
- Presenters:
  - Podium + head table + screen
  - Mics (usually, depending on room size; may have to share if multiple presenters)
  - Use mic to repeat any questions asked by audience so everyone can hear
  - Upload any materials to the conference repository ahead of time
Uploading your presentation

Log into your OLC user account

- Select “Conference Profile” from the left-hand menu.
- Once in the Conference Management System, click on “My Sessions” in the upper right.
- Next to your session, click on the “Edit” link.
- Click on the “Upload Files” link for your session.
- Add your presentation url or upload your presentation file using the file browser. (If you are using PowerPoint, we recommend saving your ppt file as a PDF and uploading the smaller file-size PDF.)
- Scroll down and click “Save.”
Presenter Considerations

• 16:9 slide format
• Start/End with session eval slide and encourage attendees to submit evaluations - a few presenter prizes also!
• Wireless internet in conference space
• Hallway monitors if there is an AV or tech issue.

Evaluate Sessions and Win!
- Download and open OLC Conferences mobile app
- Navigate to specific session to evaluate
- Select “Evaluate Session” on session details screen (located under session type and track)
- Complete session evaluation*

*Each session evaluation completed (limited to one per session) = one contest entry
Five (5) $25 gift cards will be awarded
Must submit evals using the OLC Conferences mobile app or website
Coaching Opportunities for Presenters

Coaching

One of the best ways to improve upon a skill is to work with a coach who can offer feedback and guidance that is tailored specifically to your needs. OLC now offers this as a free service to all conference presenters. However, there are a limited number of coaching sessions being offered this year. Signing up early is highly recommended.

Coaching sessions will take place in late February and early March 2020. Sign Up for Coaching!