

NOTE: This document will not count as a submission once filled out. All proposals MUST be submitted through the submission portal on CSPC website found [here](https://sciencepolicy.ca/conference/cspc-2022-panel-proposal-criteria/), to be eligible for competition.

**Which track and topic does your panel/presentation address?\***

While your panel/presentation may touch on several topics, please select the one that is most central to your submission. A full list of the Tracks and Topics is available [here](https://sciencepolicy.ca/conference/cspc-2022-call-for-panel-proposals/).

Dropdown: Track 1: Science and Policy//Track 2: Science and Society//Track 3: Innovation and Economic Development//Track 4: Science, International Affairs and Security//Track 5: Science and the Next Generation// Track 6: Grand Challenges

**Please specify your subtopic**

If you selected a topic that has subtopics, please refer to the [CSPC 2022 Topics](https://sciencepolicy.ca/conference/cspc-2022-call-for-panel-proposals/) to identify the subtopic most aligned with your presentation/panel

If your panel/presentation is directly related to any other specified topics within the selected track, please list them here (no more than 2 additional topics):

**Title\***

Enter the FULL TITLE of your submission. This will be displayed in the conference program.

**French Title (Optional)**

Please provide the title of your panel in French

**Panel Organizer**

Please fill out the information on the individual or group organizing the panel you are submitting.

Title or Designation:

Name:

Email:

Position

Institution:

Province

Country:

Sector:

**Briefly describe your panel/presentation proposal in French. (Optional)**

(400 words maximum)

**Second Organizer**

If there is a second organizer, please list the name of the organization and (if it applies) their contact individual.

**1. Quality of the proposed session: proposal description and justification (30%)**

1a. Briefly describe the proposed panel, detailing the topic and the various areas/ issues that it would cover. (400 words maximum)\*

1b. Explain the importance and novelty of this issue in particular, for Canada or for the world.\*\*

(200 words maximum)

1c. Explain how your panel would address any or all of the following questions:\*

* How and what kind of scientific and/or traditional knowledge can help address the issue?
* How and what kind of policy or policy modification can help address the challenge?
* How do we strengthen the Canadian institutions and policies that support the production, integration, and use of knowledge in tackling this challenge?
* How do we more effectively link the public, private, and academic sectors in tackling this challenge?
* How could the public be engaged in addressing this challenge?
* How could CSPC play a role in helping to find solutions to this priority challenge?

(200 words maximum)

**2. Solution oriented and futuristic panels (15%)\***

Explain how your panel session is solution-oriented, focused on real-world applications, and offers more than a discussion on the status of the proposed topic or issue. (200 words maximum)

**If interactive format was selected:**

Please explain how this is a new and innovative format, and how it would be conducted.

**3. Choice of panel format and interactivity (15%)\***

3a. Choice of panel format:

Options for panel format (all panels are 80 minute sessions): Please note, you will need to elaborate on the format that you have selected in the questionnaire section. If your description does not match the format selection, it may result in a lower score for this criteria.

* Standard Panel Discussion Format: If your session is arranged with a few expert panelists presenting findings and discussing a topic, and there is a Q&A session at the end, please select this option. If this category is chosen one of these options must be selected
  + General Discussion: This is where panelists provide their insights based on their knowledge and experience and have general discussions on the topic of the panel.
  + Green paper discussion: If your panel discussion is based on a green paper- a consultation by one or collective organizations mainly to provide input on an existing policy or development of a new policy; please select this option.
  + Case study: If your panel involves a detailed description and analysis of a particular case or cases, please select this option.
* Workshop (learning session): If your session is designed to engage the audience in activities in smaller groups (breakout rooms) and is more geared toward learning opportunities, select this option.
* Debate: If your session will be a formal discussion on a particular topic in which opposing arguments are put forward by two individuals or two groups of individuals, select this option. Indicate what the opposing opinions are on the issue.
* Interview format/Q&A session with panelist: If your session is arranged with a moderator asking panelists (maximum two panelists and one moderator) a range of questions to elicit their perspectives on an issue, select this option.
* An Interactive Format (eg: Fishbowl): If your panel is presented with an innovative interactive format, select this option. Please note Standard panels with a Q&A do not qualify as an interactive format. Choosing this option for a standard panel format may result in losing the points for this category. Please explain in the questionnaire how this is a new and innovative format, and how it would be conducted.
  + Example of interactive formats:
    - Fishbowl: This is a discussion-oriented format where a moderator asks general questions and participants are invited to answer and drive the conversation.

Drop down menu: Standard Panel Discussion Format// Workshop//Debate//Interview format or Q&A session with panelist//Interactive Format

**3b. Interactivity:\***

Explain, based on the format you have chosen for the panel, how you would ensure the interactivity of the session and keep the audience engaged in the discussion. Please note that by using the Conference Mobile App, there is the possibility of using chat, Q&A, and polling. Interactivity includes elements such as time allocation for Q&A and using various other tools. (300 words maximum)

**3c. Please identify which of the following tools will be utilized to engage the audience.\***

The following tools are suggestions, but not a comprehensive list:

* Breakout Rooms: These sessions break the audience up into smaller groups for moderator-led discussions.
* Polling: Sampling the audience and incorporating their thoughts into the presentation
* Working with the audience to generate ideas, such as producing a word cloud, working through a problem-solving exercise, etc

You are welcome to introduce new ideas for enhanced interactivity.

Drop down menu: Breakout Rooms//Polling//Working with the audience//Other: please specify

If other was selected, please explain

**4. Quality of the speakers and moderator (10%)\***

Why are the proposed panelists the best candidates to discuss this topic? Additionally, explain if the moderator has the qualifications requested in criteria page (150 words maximum)

**5. How does your panel fulfill the diversity criteria? (20%)\***

Explain how this panel is gender-diverse and features provincial/geographical, sectoral, generational, and other elements of diversity. (150 words maximum)

Please read diversity criterion point #2 carefully, [here](https://www.sciencepolicy.ca/cspc-2020-call-panel-proposals).

**6. How does your proposal align with the conference objectives, overarching theme, and conference topics (10%)\***

(50 words maximum)

**Keywords\***

List 3 to 5 keywords that describe the panel.

\*Note that if the description and keywords do not match the track, the CSPC Program Committee reserves the right to move the panel into a more appropriate track to ensure that the proposal is reviewed by the relevant experts and calibrated against other relevant proposals.

**Panelist Entry\***

Each panel proposal is allowed a maximum of 5 speakers INCLUDING the moderator. In exceptional cases where the panel format requires it (such as roundtable), a 6th speaker will be allowed. **Please note in the 'Roles on the Panel' dropdown if the person you are adding will serve as a speaker or a moderator.**

Title or Designation:

First Name:

Last Name:

Email:

Sector:

Drop down menu: Government// Academia// Private Business// Non-profit // Media//Other

Role on the panel:

Drop down menu: Speaker//Moderator

Invitation status:

Drop down menu: Suggested// Invited// Confirmed

Presented at CSPC before?:

Drop down menu: Yes//No

Biography:

What unique perspective does this speaker bring?:

URL of webpage:

Affiliation 1

Institution & Position:

Province or State:

Country:

**I hereby confirm that, should my proposal be accepted for presentation at CSPC 2022, I will ensure that 30 minutes of the 80-minute session will be reserved for audience Q&A.**

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