Call for Programs Guidelines
Relativity Fest, September 21 – 23, 2020

Relativity offers members of the e-discovery and legal community an opportunity to submit program ideas for our annual user conference, Relativity Fest. If your program idea is selected, you will be responsible for organizing your session content and speakers, following Relativity's guidelines.

Preparing & Submitting Program Ideas

- Review the list of pre-selected topics below for general guidance on the types of programs we're looking for the community to present at Relativity Fest.
- Once the program information is entered, select a submission status. **Only programs marked "final" by Monday, March 30, 2020 will be considered.**

Submission deadline: Monday, March 30, 2020, 11:59pm CT

2020 Topics

Please submit program ideas that fall within the scope of this list.

- Building on the Platform
- Career Development
- Challenges for In-House Teams
- Global Trends
- Government Regulations
- Inclusion & Diversity
- Information Governance & Compliance
- Investigations
- RelativityOne
- Relativity Workflows
- Social Justice

Speaker Selection

- Relativity Fest strives to ensure that all programs are presented from a diverse perspective. When selecting speakers, please be sure to consider diversity in all the following areas:
  - Professional experience
  - Place of work (please do not suggest more than two speakers from the same company)
  - Years of work experience
  - Geographic location
  - Gender
  - Race
  - Ethnicity
  - Sexual orientation
  - Physical abilities
- Panels should have no more than 5 total speakers (1 moderator, 4 panelists).
- There shall be no "manels" (all male panels) and no non-diverse panels. The only exception will be for 1-1 sessions or solo presentations, but these are to be minimized.

- Additional guidelines will be provided following program selection, and you will be asked to read and sign a speaker agreement. Relativity reserves the right to decline speakers if they do not meet the criteria.
- Relativity Fest programs are meant to be educational with takeaways for the audience, please do not submit a demo for your software.
- Speakers of approved programs will receive a complimentary registration to Relativity Fest 2020.

Tips and Tricks: Submitting Your Program Ideas

- Both panel and lecture sessions will run for 50-minutes, please plan accordingly when developing your program proposal(s).
- Propose programs with creative and unique methods of presentation. Programs that drive audience participation with games or fun learning techniques are very competitive (see Relativity's blog post, From the Stage to the Boardroom: 3 Lessons from Improv).
- Consider the topics listed above and where your program idea would fit best. These are the areas where the Relativity community can be most impactful.
- Please make sure your program submission is fully developed. Programs that provide descriptions with specific takeaways for your audience have a significant advantage.
- Stories about challenges solved via original, time-saving workflows are a Relativity Fest favorite, especially when there are opportunities for attendees to bring ideas back to their office.
- Avoid generic program proposals on a popular topic; the competition is likely to be strong.

Questions?

Contact Anna Siroonian at relativityfest@relativity.com.