

Submission Guidelines for Scrum Odyssey 2014

Scrum Gathering South Africa

SUBMISSION PROCESS

- Review this Submission Guidelines document completely before submitting your proposal - especially the SUBMISSION FORM section.
- To begin your submission, open the [proposal system](#) and click the link 'Call for Abstracts' on the left side of the page.
- This page will provide a reminder and breakdown of information required by each field in the submission form.
- After you have read through all of the Call for Abstract guidelines and are ready to begin, click the link 'Submit new abstract'.
- You will be required to create a User Profile with your first use of the system, which you will be able to use for all Global Scrum Gathering Submissions moving forward.
- Once you create, verify and activate your User Profile, Click on 'Submit new abstract' to begin.

Note: The system does not have a SAVE function, however you will be able to edit your submission(s) once submitted by simply logging in and clicking on "View my abstracts".

SUBMISSION FORM

Guidelines for completing the proposal fields:

Title

The name of the proposed session; preferably something relative to the conference theme
In many cases, this is the "hook" that will attract attendees to the session

Overview (max: 200 words)

A brief overview of your proposed session

Session Duration

60 / 90 / 180 min - or motivate other in the **Process Mechanics** section

Process Mechanics (max: 300 words)

How your session is structured to deliver its message; tell us about the format of the session, any interaction planned, and the experience your audience will have.

Learning Outcomes (max: 100 words)

What will attendees discover by attending your session? 3-5 points

Talk level

Choose a primary target audience - Beginner, Intermediate, Advanced

Session Requirements

Room setup requests for scheduling the sessions

SUGSA will provide a projector, flip chart, markers and post-its; please bring along anything additional required for your session

Speaker Bio (max: 300 words)

A brief description of who you are and any talks you have given previously

Website / Blog (optional)

The URL to your website or blog - or that of your organisation

Contact Number

Contact number where we can reach you (preferably mobile)

Presentation Type

Select from:

- 60 min - Talk
- 60 min - Interactive Workshop
- 90 min - Talk
- 90 min - Interactive Workshop
- 180 min - Deep Dive

Attached files

If you have slides for the talk, you can upload them here

Primary Author

The primary presenter for the session

Co-Authors

Any co-presenters for the session

Track classification

- 1: Experiments: Hypotheses and proving them, past, present and to come
 - 2: Experience: Failure and success - what you have learned from either
 - 3: Evolution: How agile is evolving in your organisation
-

SUBMISSION PROCESS TIMELINE

- Submissions Open: Fri 27 June
- Submissions Close: Sun 3 August
- Review period: Mon 4 August - Sat 30 August
- Acceptances: Sun 31 August

27 June - 3 August:

The system will be open for approximately 5 weeks so that potential speakers may submit their proposals. Reviews will begin after the submission deadline. No new submissions will be accepted after this time.

4 August - 30 August:

The reviewers will complete reviews of all submissions received during the Submissions Open phase and draft the program.

31 August:

Announcement emails will be sent out officially indicating acceptance / rejections, and the draft program will be published.

COMPENSATION POLICY

We are pleased to offer the following compensation to the Primary Author of each accepted presentation:

- One (1) Complimentary Registration
- Two (2) nights' accommodations at the conference hotel

Note: Regretfully, we cannot offer splitting or transferring compensation to additional presenters.

Complete compensation details will be sent to presenters upon acceptance of submission.

AIRFARE COMPENSATION

International Speakers:

Since we're at the bottom tip of Africa, we recognise that the travel costs are higher than most conferences.

To address this, we have a limited fund to contribute towards economy flights for international speakers, which will be communicated to accepted speakers.

Session slots may still be available for those who do not qualify for this compensation, with travel at your own cost.

Local Speakers:

R3000 towards economy airfare if outside Cape Town
