ALI Scholarly Communication Committee
July 8, 2015

To Do List

- Directional signs for downstairs (Beth)
- Print out registration sheet (names, affiliations, titles, & Twitter handles) & copies of attendee info. Name of wifi: AT&T WiFi, include Wordle. The Google Doc to RULE THEM ALL bit.ly/IndTC. Send to everyone. (Franny) #IndTC
- Acquire nametags & markers (Cheri)
- Acquire dry erase markers (Cheri)
- Email our vegan attendee re: food (Franny)
- Create slide with the Wordle to display during topic brainstorming (Franny)
- Check to see if we can borrow ~6 VGA cables (Dave & David)
- Identify alternate food/drink options, add to website (Beth)
- Check with Gabe Rios about speaking at lunch (Beth--yes, he's in)
- Bring a 12-pack of something you like (Everyone)
- See if we can have mugs done before conference (Franny)
- Create Google form to embed in website (Beth)
- Bring a power strip (Everyone)

Email to Registrants

Room number, Parking
Tentative schedule, Examples of sessions
Signups for Dork Shorts & Ride Share
RSVP for a dinner the night before - deadline 7/20s
Bring your own drinks - water bottle!
Make sure to bring your device!!!! DONGLES
Sponsorship of ALI
Wear whatever you like, but bottomses are not optional

Email Afterwards

Thank you for attending
Google Form evaluation
Reminder of Google Doc notes
The Schedule

8:30 am

ALI SCC shows up
Hang up signs
Change Twitter widget on website (thatcamp -> indtc)
Beth Whipple: 812-340-0881

9:30 am - 10:00 am: Registration & Breakfast

Dave - Wayfinding downstairs
Cheri & Shayna - Registration
Franny - Set up Twitterfall

10:00 am

Cheri - Welcome, ALI Scholarly Communication Committee, housekeeping (bathrooms, water bottle refill stations), dork shorts (lightning round) introductions (~5 minutes)

Dork Shorts = Lightning Round (~20 minutes)

    Shayna - Dork Shorts Timekeeping

Cheri - Logistics for proposing and voting on sessions. How this day goes is up to you! (~5 minutes)

Attendees - Encourage everyone to write their ideas on the boards (~10 minutes)

Attendees - Everyone can vote for up to four sessions, can put all your votes in one session, if you want! (~10 minutes)

11:00 am

Short break for attendees

Organizers - figure out which sessions were most popular and when they should be held. Create a Google Doc repository for each group to provide a link to their individual notes (Dave & Franny)

Write letters on whiteboards for each breakout group
11:15 am

Cheri - Identify a notetaker to create a Google doc for their session and put it in the central doc. Someone will report back at the end of the day

BREAKOUT! GO CRAZY!

12:00 pm

Lunch arrives at 11:30. Lunch nom nom nom. Boxed lunches

Beth introduces Gabe Rios.

Encourage conversations during lunch. New ideas? Add them to the board! If you really liked what you were working on, keep going in the afternoon!

1:00 pm

Remind participants of the need for a recorder

Breakout Session 2

1:50 pm

Break (and snacks!)

2:00 pm

Remind participants of the need for a recorder

Breakout Session 3 (still snacks)

2:50 pm

Break (continued snacks)

Have people sign up for Dork Shorts during this break

3:00 pm

David & Dave will facilitate
Dork Shorts (Lightning Round) & Closing Discussion

Representatives from each group - summaries and discussion

Open questions

Plans / projects / takeaways -- how will you continue what we started today? - take notes

Assessment - embed Google form

4:00 pm

Paint the Town Red #partyhard