



DENVER POP CULTURE CON – SESSION SUBMISSION GUIDELINES



DPCC Programming Team will use these guidelines to determine which programming submissions to approve for the next Denver Pop Culture Con. Proposals skewing towards “Good” in all categories best fulfill our Programming requirements and are more likely to be approved.

CRITERIA:	GOOD:	POOR:
PROPOSAL TITLE: Does the program title clearly describe the program as proposed?	Title is strong, clear, concise (10 wds or less) and matches the program proposed; accurately describes the proposed topic; avoids “cute” or humorous wording. Audience can rely on the title for an accurate idea of the topic.	Title is difficult to understand, verbose (>10 words), uses slang or lingo, or attempts to be “cute” or humorous. Title is not accurate description of the program as proposed, or is unrelated to the proposed program.
PROPOSAL DESCRIPTION: Does the program description clearly, with sufficient detail, outline the proposed presentation?	Description is thorough, clear, concise, and easy to understand. Content is immediately determinable.	Description is either entirely omitted, or is unnecessarily verbose and/or difficult to understand, or unclear what is being proposed. Focuses exclusively on the applicant’s qualifications, rather than information audience should expect to learn.
TARGET AUDIENCE/RELEVANCE: Who is the target audience and why would this session be relevant to them?	Target audience is clearly defined & significance of the topic to that audience is clearly described.	Target audience and relevance are not detailed, or are described only in vague terms.
TIMELINESS/INNOVATION: Is the topic timely, new and/or offer fresh, innovative ideas, methods, or resources?	The proposal content is original and innovative.	The proposal content is obscure and lacks originality.
DEALS WITH SOME ELEMENT OF POP CULTURE: Does the proposal deal with the history, process, or participants in movies, TV, comic books/ creators/ creation process, authors/books/writing process, filmmaking (including animation, voice acting, production, etc.)?	Topic includes information of interest to a “Pop Culture Con” attendee.	Topic is wholly unrelated to any element of popular culture, and are therefore unlikely to be of interest to the DPCC audience.
SATISFIES POP CULTURE CLASSROOM’S EDUCATIONAL/LEARNING PROGRAMMING MISSION: Will the audience come away from the session having learned anything?	Presenter’s goal is to represent to audience new ideas and information about a subject of mutual interest, or entirely new point of view. For teachers, information that they can use in their classroom to engage students and encourage literacy and creativity.	Presenter’s goal is to preach, encourage conflict, promote themselves or their own goods or services; presenter/panelist are not representative of the viewpoints they are espousing.
SATISFIES POP CULTURE CLASSROOM’S PROGRAMMING MISSION OF DIVERSE & OPEN-MINDED PERSPECTIVES: Will the session provide viewpoints that a wide range of people can appreciate?	The session will integrate multiple perspectives and a cohesive theme will be readily apparent to audience. This rating may include presentation of a viewpoint that is underrepresented. Panelists represent a diverse makeup of gender identification or ethnicity, and viewpoints	Presentation is political or religious in focus, content includes hate-speech or is presented largely to incite negative reaction or conflict.
PRESENTATION/ENGAGEMENT STYLE: Is the proposed presentation likely to engage participants actively in discussion, thought, or active learning?	The proposal describes one or more strategies for engaging attendees. Presenter and panelists intend to solicit feedback and input from audience, a willingness to learn as well as teach.	Presentation is simply a sales pitch, monologue or lecture, or reading from notes; presenter’s and panelists’ intent is merely to sell a service or goods, not to encourage the sharing of viewpoints, techniques or ideas.
INCLUDES ALL SUBMITTER/PANELIST INFORMATION: Includes name and email info for all proposed participants. Has applicant obtained <i>all</i> panelists’ consent <i>prior to submission</i> ? Panelist list does <i>not</i> include any DPCC guest?	Application clearly and accurately states name and email of all proposed panelists. (Okay if changes prior to con, as long as DPCC is notified in a timely manner.) Submitter has obtained consent of panelists prior to submitting and is not including names of any DPCC guest.	Application gives “TBD”, partial names, omits contact email for panelists. States something like, “Will find panelists if approved” or implies that DPCC must find panelists for applicant’s panel. Application will be summarily rejected or canceled if includes DPCC guest <i>without express, written, consent in advance of DPCC Programming Team.</i> (Not the guest.)