



DIA 2020 Community Round Table Discussion FAQs

This is a reference guide to DIA's policies and expectations related to Community Round Table Discussions.

Any questions related to the Community Round Table Discussions may be directed to Jess Warner at

Jess.Warner@DIAglobal.org.

What are Community Round Table Discussions?

Community Round Table Discussions are 60-minute DIA Community member-facilitated discussions that are inspired by sessions within the DIA 2020 program. This is an exclusive opportunity for DIA Community members to continue the dialogue and develop connections with current and potential new community members. Community Round Table Discussions are designed to carry learning and debate from sessions to real-life application and discussion.

When are Community Round Table Discussions?

- Community Round Table Discussion sessions will be scheduled Monday, June 15 - Thursday, June 18.
- All accepted Community Round Table Discussion facilitators must be [registered](#) for the DIA Global Annual Meeting prior to attending the meeting.
- DIA will notify Community Chairs and submitters of each accepted Community Round Table and provide scheduling information. Many factors and schedules are considered for the creation of the Community Round Table Discussion schedule.
- DIA will invite the speakers of each of the approved sessions to participate in the corresponding Community Round Table Discussion. Once speakers have agreed to participate, DIA will inform the Community Round Table Discussion facilitator.
- Regardless of speaker availability, the Round Table Discussion will be held. It is not uncommon for Community Round Table Discussions to proceed without the involvement of session speakers and chairs.

How do I develop Community Round Table Discussion?

- All Community Round Table proposals must be submitted by a member of a DIA Community. Proposals by non-members will not be considered. Not a member? [Visit here to join a community.](#)
- Facilitators must adhere to all DIA guidelines (see [Guidelines and Format for Program Offerings](#) and [DIA Policy Concerning Promotion of Products and Services from the Podium at DIA-Sponsored Programs](#)), as well as to manage the Community Round Table Discussion session.
- Community Round Table Discussions may have up to two (2) facilitators.
- Community Round Table Discussions are meant to continue a conversation that has been begun in the session.
- Facilitators should be prepared to open the discussion by posing the first question to the audience or framing a discussion point to start with.

How do I manage a Community Round Table Discussion Session?

- Introduce the session and welcome any session participants (chair/speakers) if they were able to attend.
- Facilitate an open discussion. The goal is to have a meaningful discussion around the topic of the corresponding session.
- Refer to the [Community Round Table Discussion Look Book](#) for additional information on session development.

What shall I expect onsite?

- Community Round Table Discussions will be held in the Community Zone. The Community Zone will have two large discussions areas set with approximately 40 chairs (campfire style).
- DIA staff will be on-site to greet facilitators and manage the audience.
- **There will be no sign-in or pre-registration, and attendance will be on a first-come, first-served basis.**
- The Community Round Table Discussion will have a silent PA system where attendees can wear headsets to hear one another better. A roving AV tech will oversee the sound quality.
- The session will be interactive; it will not be audio recorded.
- Community Round Tables Discussions focus only on active discussion and do not utilize PowerPoint presentations or other visual aids.

Important Dates to Remember

March 3 | Call for Community Round Table Discussions Closes

Week of March 9 | Notifications sent to DIA Community Chairs and submitters

April 2 | Confirmation of session chair and speaker participation sent to facilitators

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Questions?

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