Call for Presentations, Roundtable Discussions, & Ignite Presentations

The KAI Foundation and the Center for Cooperative Problem Solving, at Virginia Tech, are pleased to announce the third annual KAI Symposium, and Call for Presentations, Roundtable Discussions, and Ignite Presentations. KAI practitioners are invited to submit presentations, roundtable discussions, and Ignite presentations to be shared during the symposium.

The 2023 Symposium will be held online:
- February 22, Wednesday, 12:30 PM to 4:30 PM (EST) [or 5:30 to 9:30 PM (GMT)]
- February 23, Thursday, 9:30 AM to 4:00 PM (EST) [or 2:30 to 9:00 PM (GMT)]

The theme is **Big Problems – Big Teams – Big Ideas**, recognizing the need to incorporate diversity and new thinking to address the challenging problems of today. Presentations, roundtable discussions, and Ignite presentations aligning with the theme will be considered more favorably.

Context and Significance of the Symposium

We can feel it. Change is happening all around us, at an increasing rate, at great complexity, and at consequentially large scale. The problems we face span all sectors as we struggle with the issues of sustainable energy, food insecurity, climate change, health care, data privacy, workforce needs, and political chaos. There are not easy answers. Diverse teams, working effectively together, to address the problems faced today, and proactively identify spinoff problems that may affect us tomorrow.

Many times, teams are chosen based on aspects of diversity such as age, gender, ethnicity, race, status, experience, and skillset. These aspects of diversity are important, as is problem-solving style in helping creative teams lead with adaption and innovation.

The KAI Symposium is for all to attend, with KAI practitioners from around the globe sharing ideas which advance the teaching, research, and application of adaption-innovation theory. KAI practitioners who are selected to share their presentation, roundtable discussions, or Ignite presentations are recognized as leading cutting-edge work, and the Symposium serves as a platform to share this work with the KAI community and those wanting to learn more about KAI. Time will be designated for discussing these ideas, and networking with attendants. Participants will be able to engage in theoretical and practical discussion, as we learn from each other, with the aim of helping others minimize conflict and improve collaboration.

Types of Submissions

KAI practitioners may propose sharing a **presentation**, which is intended for discussing conclusions discovered through research, practice, or theoretical reasoning. **See page 2** for instructions for preparing a presentation submission.

KAI practitioners may propose sharing a **roundtable discussion**, which is intended for discussing provocative ideas that may lead to advancing the teaching, research, practice, and theoretical reasoning of adaption-innovation theory. **See page 3** for instructions for preparing a roundtable discussion submission.

KAI practitioners may propose sharing an **Ignite Presentation**, which is intended to "enlighten us, but make it quick". Ignite Presentations can be on any topic related to application of KAI, offered in a five-minute format with no more than 20 slides (15 seconds per slide). **See page 4** for instructions for preparing an Ignite presentation submission.

Call for Presentations

Presentations will be reviewed and accepted based on adherence to KAI and Adaption-Innovation theory, demonstration of advanced usage and application, and connection to the Symposium theme. For acceptance, one author must be an experienced KAI practitioner.

Topics for presentations may be based in the examination of research, practice, or theory. Context of presentation topics may include, but not be limited to: creativity, remote work, health and health care, systems thinking, science of teams, military applications, leadership and management of change, recruitment and diversity, culture, process and technique, and product/service development.

The following formatting guidelines will be used to streamline style of typed materials for publishing Symposium Proceedings. Presentations will be pre-recorded and played during the Symposium with time allotted for questions and answers with presentation authors.
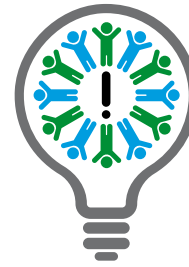
Formatting a Submission for Presentation

1. Author(s) shall submit a brief description rather than a full paper.
2. **Theoretical or practice-based presentations** should include the following headings: 1) Introduction, 2) How it works, 3) Results/implications to date, 4) Future plans/advice to others 5) References
3. **Research based presentations** should include the following headings: 1) Introduction, 2) Connection to Adaption-Innovation Theory, 3) Methods/Data Analysis 4) Findings and Conclusions, 5) References
4. The description of the presentation should meet these general guidelines:
    a. <u>Three, single spaced pages, maximum,</u> inclusive of tables and figures
    b. References not included in the page count
    c. Please follow APA Publications Manual 7th Edition for style and formatting except as noted below
    d. Presentations will be published as Symposium Proceedings upon approval of the author(s)
5. The presentation description shall meet these specific guidelines:
    a. Prepare manuscript as a MS Word document
    b. Use Times Roman or Times New Roman 12-point font; and set all margins at one inch
    c. Do not put your name or other identifying information on/in manuscript.
    d. Single-space manuscript; but double-space between paragraphs, heading and text, table and text, etc.
    e. Center the bolded title of submission at the top of the first page; capitalize only first letters of words in the title
    f. Use "Table" function command to prepare tables rather than tabs and spaces
    g. Place Tables/Figures within the body of the paper "shortly" after first mention in text

Review and Selection Process

1. Presentations will be reviewed by a committee of KAI practitioners selected by CCPS
2. Reviewers will come to consensus regarding the following decision choices for each presentation: (1. accepted, 2. alternatively accepted, 3. not accepted)
3. Presentations will be submitted online via QuestionPro at **https://virginiatech.questionpro.com/2023-Symposium**
4. Presentations are due no later than **January 6th, 2023, at 11:59 PM** (your local time)
5. Notification of selected presentations will be made before January 11th.

Contact for Questions Center for Collaborative Problem Solving, ccps@vt.edu or (540) 231-4469.

Call for Roundtable Discussions

Selected roundtable discussions will be shared during the Symposium in live break-out rooms via Zoom. Time scheduled during the Symposium will focus on shared dialogue regarding the salient points being made by the author(s) and thoughtful questions and ideas posed by participants. For acceptance, one author must be an experienced KAI practitioner.

Roundtable Discussions are to be more provocative in nature, allowing thoughtful consideration of the topic through shared dialogue, and questions and answers that promote learning for all involved in the discussion. The following formatting guidelines will be used to streamline style of typed materials for publishing Symposium Proceedings.

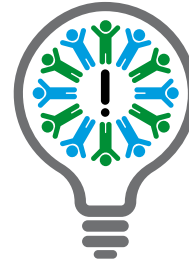**Formatting a Proposal for Roundtable Discussions**

1. Author(s) shall submit a brief description, rather than a full paper.
2. **Theoretical or idea-based presentations** should include the following headings: 1) Introduction, 2) How it works, 3) Results/implications to date, 4) Future plans/advice to others 5) References
3. **Research based presentations** should include the following headings as applicable: 1) Introduction, 2) Connection to Adaption-Innovation Theory, 3) Methods/Data Analysis 4) Findings and Conclusions, 5) References
4. The description of the roundtable discussion should meet these general guidelines:
   a. One single spaced page, inclusive of tables and figures
   b. References not included in the page count
   c. Please follow APA Publications Manual 7th Edition for style and formatting except as noted below
   d. Roundtable discussions will be published as Symposium Proceedings upon approval of the author(s)
5. The roundtable discussion description shall meet these specific guidelines:
   a. Prepare manuscript as a MS Word document
   b. Use Times Roman or Times New Roman 12-point font; set all margins at one inch
   c. Do not put your name or other identifying information on/in manuscript.
   d. Single-space manuscript; but double-space between paragraphs, heading and text, table and text, etc.
   e. Center the bolded title of submission at the top of the page; capitalize only first letters of words in the title

Review and Selection Process

1. Descriptions of roundtable discussions will be reviewed by a committee of KAI practitioners selected by CCPS at VT
2. Reviewers will come to consensus regarding the following decision choices for each roundtable discussion: (1. accepted, 2. alternatively accepted, 3. not accepted)
3. Roundtable discussions will be submitted online via QuestionPro at **https://virginiatech.questionpro.com/2023-Symposium**
4. Roundtable Discussions are due no later than **January 6th, 2023, at 11:59 PM** (your local time)
5. Notification of selected roundtable discussions will be made before January 11th.

Contact for Questions

Center for Collaborative Problem Solving, at Virginia Tech, ccps@vt.edu or (540) 231-4469.

Call for Ignite Presentations

Selected Ignite presentations will be shared during the Symposium in live break-out rooms via Zoom. Time scheduled during the Symposium will focus on shared dialogue regarding the salient points being made by the author(s) and thoughtful questions and ideas posed by participants after viewing the Ignite presentation. For acceptance, one author must be an experienced KAI practitioner.

Ignite presentations are to showcase applications and practice of KAI. Context of Ignite presentation topics may include, but not be limited to how KAI was useful in bringing insight to: creativity, remote work, health and health care, systems thinking, science of teams, military applications, leadership and management of change, recruitment and diversity, culture, process and technique, and product/service development. The following formatting guidelines will be used to streamline style of typed materials for publishing Symposium Proceedings.

Formatting a Proposal for Ignite Presentations

1. Author(s) shall submit a summary providing a brief overview of the Ignite Presentation.
2. The summary of the Ignite presentation should meet these general guidelines:
    a. <u>One single spaced page of 350 words,</u> or less, not counting title and references
    b. Listing of references is not necessary if citations are non-existent.
    c. Please follow APA Publications Manual 7th Edition for style and formatting except as noted below
    d. Ignite presentations will be published as Symposium Proceedings upon approval of the author(s)
3. The Ignite presentation summary shall meet these specific guidelines:
    a. Prepare manuscript as a MS Word document
    b. Use Times Roman or Times New Roman 12-point font; set all margins at one inch
    c. Do not put your name or other identifying information on/in manuscript.
    d. Single-space manuscript; but double-space between paragraphs.
    e. Center the bolded title of submission at the top of the page; capitalize only first letters of words in the title

Review and Selection Process

1. Summaries of Ignite presentations will be reviewed by a committee of KAI practitioners selected by CCPS at VT
2. Reviewers will come to consensus regarding the following decision choices for each Ignite presentation: (1. accepted, 2. alternatively accepted, 3. not accepted)
3. Ignite presentations will be submitted online via QuestionPro at **https://virginiatech.questionpro.com/2023-Symposium**
4. Ignite presentations are due no later than **January 6th, 2023, at 11:59 PM** (your local time)
5. Notification of selected Ignite presentations will be made before January 11th.
6. Instructions for slide development will follow acceptance of the Ignite presentation summary.

Contact for Questions

Center for Collaborative Problem Solving, at Virginia Tech, ccps@vt.edu or (540) 231-4469.