

Call for Proposals #T-Tour 2015

Welcome!

Once again this year the Internet Festival is calling for proposals for informative and educational activities which are directly or indirectly linked to the Web and to information and communication technologies in general.

The proposals selected will make up the schedule of T-tours, the area of the Festival dedicated entirely to sharing information and encouraging conscientious use of the internet and related innovative technologies, making them available for schools, workplaces and the general public.

The 2015 edition of the Festival will take place in **Pisa from 8 to 11 October 2015**, and its keyword will be **#spazio**.

The Internet and the World Wide Web have revolutionised the meaning of space, both as a physical location and as a virtual place for knowledge, learning, sharing, identity and creativity, for freedom.

This year's theme offers a particularly rich and open starting point for an engaging and fascinating exploration of the whole range of T-tours, from game conferences to workshops, tutorials to multimedia installations.

Types of proposals

Proposed activities can be interactive and experimental workshops, informative sessions (tutorials), exhibitions, installations, games or performances, and they must be educational and informative, to promote scientific learning and technology.

The activities must be directly or indirectly linked to the Web and Information Technology, and particularly to the theme **#spazio**, chosen as the keyword of the Festival's 2015 edition.

The proposed activities may address and explore material in line with one of the following topics:

- information and communication technology, cyber security;
- coding;
- robotics, the Internet of Things, the Web of Things;

- digital humanities;
- education and responsible Internet use, edutainment;
- communication, new media;
- other; (e.g. computational linguistics, e-health, biomedicine, economic and legal fields etc.).

The target audience

T-tour activities are heterogeneous and well-structured, to satisfy the demands for knowledge and analysis of the various types of user and visitor to the Festival.

Interactive, recreational and educational activities are aimed both at young people and schools and professional development, and at the general public, and no specific previous knowledge is required to access them. Activities run by Web professionals, university lecturers and researchers address more innovative aspects of the world of research, and are therefore geared towards users with a certain amount of prior knowledge, although access is still free and open to all.

Specification of the target audience by the proposer of the activity is vitally important in order to identify the appropriate sector and examine the relevance of each proposal. In the online form there is a specific field where the proposer can indicate one target or several different targets, provided that an explanation is given regarding how the activity is adapted for each of these.

The final choice of targets will be made by the Examining Committee, who will confirm the proposer's choice or allocate the activity to the most suitable category.

The calendar of activities

The T-tour activities will be held on the weekdays of the Festival, from Thursday 8 to Saturday 10 October, from 9:00 until approximately 18:00.

To facilitate attendance by primary and secondary schools at one or more activities, and to allow classes of pupils to be split into groups, priority will be given to proposals lasting around 1 hour but which can be repeated several times and on different days.

New for this year's IF is the possibility of applying to take over an entire section of the T-tour schedule for schools, in other words, to organise - on one or more days during the Festival - a carousel of educational activities which will cover several time slots or even the whole day.

How to participate in the Call for Proposals, and closing date

All proposals must be presented no later than **13:00 on 30 April 2015**, by completing the application form available on the Internet Festival website.

The form should be completed carefully and in full, because incomplete proposals will not be considered.

For assistance with completing the form, please contact ttour@internetfestival.it

Each proposer may present up to 2 individual proposals: however, in the event that it is decided to present more activities to fill a section of the T-tour schedule, a maximum of 5 proposals may be submitted, indicating maximum availability for each one in terms of days and time slots.

Selection criteria

Proposals will be considered by the Examining Committee, whose judgement will be final in the selection of the activities regarded as the most valuable, according to the following criteria:

- the originality of the proposed activity, and the relevance of its content to the keyword of this year's Festival, which is #spazio, in terms of the major topic areas mentioned;
- presentation of the proposal and correct completion of the application form;
- scope for involvement of the stated target audience;
- qualifications and experience of the proposer and partners;
- feasibility of execution;
- scheduling requirements.

Results of the Call for Proposals

The Internet Festival staff will contact the proposers of the activities considered most interesting **by 20 May 2015** approximately, in order to agree the terms of their participation in the event and, subsequently, to assist in the planning stage and during the activity itself.

Selection of a proposal does not constitute a guarantee that Internet Festival will run the activities and/or projects proposed, or reach an agreement. In fact, Internet Festival reserves the right to evaluate the feasibility and relevance of proposals in the context of the entire Festival event, and to agree with proposers regarding methods and costs of execution, according to the criteria below.

Conditions of participation

Submission of the Proposal

Proposals arriving later than **13:00 on 30 April 2015**, and incomplete proposals, will not be taken into account.

Any material submitted for the above purposes will remain the exclusive property of the proposer, who will grant its use in any form to promoters of the Internet Festival and the event's Organising Body for the purposes of organising and executing the event; the latter will not be held accountable and will be exempt from any claims by third parties.

Help with costs

For proposals presented, and for the planning and execution of the activities selected, no remuneration or fee is payable.

Participation in the event is subject to the free will of the proposer, expressed in the action of completing the application form on the website.

The organisers of Internet Festival will provide proposers with space to run their activities, basic set-up both in terms of furniture (tables, chairs and/or cushions) and technical equipment (PC, projector, screen, audio system) and a basic wifi connection suitable for web navigation.

It is important to fully complete the form with specifications of the furniture and technical equipment needed to run the activity: **once the proposal has been accepted it will not be possible to change or add supplementary requests for the activity.**

All materials needed for the activity (stationery, miscellaneous equipment) are at the expense of the proposer, but must be correctly indicated in the application form for approval by the Organisers.

The Internet Festival staff will also provide logistics assistance to the proposers of the selected activities, and will contribute to the costs of B&B accommodation, daily meals allowance and travel expenses for up to two operators during the Festival, including the proposer.

Reimbursement of travel expenses consists of a second class return train ticket (as in company policy), or a token payment for car travel equivalent to a return train fare or, in special cases, an economy class air fare. The Organisers may grant an economic contribution towards the cost of qualified staff to run the activity, except in the case of activities proposed and run by promoters of the Festival.

Any "extra" expenses for which the proposer requests assistance from Internet Festival will be subject to scrutiny and evaluation by the Examining Committee.

Insurance cover

Proposers, and equipment used during activities, will be covered by insurance, paid for by the Organisers.

All materials and staging structures, as well as any technical and IT equipment provided, will be loaned by Internet Festival free of charge, with the obligation on the part of the users to preserve and safeguard them.

Execution and management of activities

In agreement with the proposer, the Organisers reserve the right to adjust the times, methods and content of activities to the requirements of the schedule, and allocate their own qualified staff to work alongside proposers. The proposer retains the intellectual property of the project.

Note

Submission of a proposal, regardless of the outcome, implies the viewing and acceptance of the stipulations of the *Conditions of Participation in the Call for Proposals*.