



2020 EVENT PLANNING PACKAGE

Saskatchewan Universities and Technical Institutes Liason is the united face of post-secondary institutions in the province. Our mission is to provide all Saskatchewan high school students with post-secondary options within Western Canada and the US.

SUTIL IS GOING VIRTUAL!

For this fall, SUTIL made the decision to move all events to a virtual format. Due to the contagious nature of the COVID-19 virus, we felt that provincial travel would violate the policies of the Saskatchewan Health Authority and have the potential to put the communities that we visit at risk. The decision to move to a virtual format was made to ensure the safety of students, counsellors, teachers, communities, and of the members of SUTIL.

The Post-Secondary Planning Committee (PSE) has been hard at work all summer to develop a virtual platform, redesign our website, and to create new event formats that we are confident will continue to inspire curiosity and provide students with pathway options after graduation. We have divided our events by school division and tribal council in order to respond to capacity constraints. Our hope is that this will keep event sizes manageable. Wherever possible, we chose dates aligning with our regular travel to your area.

NEW VIRTUAL FORMAT!

Virtual SUTIL events will be hosted on the sutil.ca website and will consist of three aspects:

- Virtual Booths
- Drop-In Sessions
- Presentations

We have updated our website to be more informative and to provide students with increased access to our member institutions' representatives. The website will also house all of our event and interaction options - a one-stop-shop option for students!

VIRTUAL BOOTHS

SUTIL has constructed "virtual booths" for each post-secondary institution on our website for each post-secondary institution. Student, parents, and supporters can access these at all times. It is our hope that students will take time prior to the event to peruse through the digital content as a way to help discover which presentation sessions they would like to attend during the event. The "Brief Introduction" videos in particular will be valuable, as the video provides a quick peek into the institution, what makes it unique, and is intended to draw students to attend that institution's presentation.

In regards to the additional resources, each institution will include any other promotional videos that showcase their institution, as well as link documents that provide more in-depth information for students. This could include the institutions viewbook, admission requirements, housing information, etc. The booth will also include contact information, so that students can reach out directly to each institution for more information.

Included in these booths are each institutions:

- Logo
- Institution Description
- "Brief Introduction" Video
- Link to Virtual Presentation Room
- Link to Drop-In Sessions
- Contact Information
- Additional Video and PDF Resources

DROP-IN CONVERSATIONS

Students will be able to access a representative from the institution for one-to-one conversations between 10:00 AM and 2:00 PM. Full Member institutions are available every Wednesday. Associate Member availability may vary. *Please note that not all institutions will be using Zoom. Instructions on how to join sessions not utilizing Zoom will be included in that institutions virtual booth.*

PRESENTATIONS

FORMAT: SUTIL events will be held on Tuesdays and Thursdays. Each school division and tribal council will be invited to attend an event on one of those days throughout the fall. Students can attend the presentations throughout the day; they are not required to attend the entire day, but rather can choose which presentation times work for their schedule. Presentations will start at 9:00 AM, 10:00 AM, 1:00 PM, and 2:00 PM. The presentation sessions will each last for 45-minutes in order to include a 30-minute presentation and 15-minute question period. Full SUTIL Members will present at all time-slots, while Associate Members will choose to present at 2 of the 4 sessions.

**CHECK OUR
WEBSITE FOR
EVENING
OPTIONS!**

ACCESS: Students will access the presentations through each post-secondary institutions virtual booth on the sutil.ca website. The presentations will be held using Zoom Webinars. Students are required to have the Zoom app/software downloaded on the device they intend to view on. They do not need an account to view sessions. When they select the presentation link, it will ask for their name and email address. This is for tracking purposes only - this information is not released to anyone.

Zoom Webinars are a great platform for the presentations as they protect student identity. The presenters will not be able to see the students, the students will not be able to see each other, but the students will be able to see the presenters. This will ensure that all parties' identities remain confidential and any inappropriate "zoom bombing" opportunities are mitigated. Students are still able to interact with the presenters by asking questions in the chat or Q/A section. Presenters have been encouraged to include engaging methods (ex: polls or word clouds) to keep students interested throughout the presentation.

WEEK AT-A-GLANCE

This is a peek at what a week could look like:

TUESDAY	WEDNESDAY	THURSDAY
Presentations: 9:00 AM 10:00 AM 1:00 PM 2:00 PM	Drop-In: 10:00 AM - 2:00 PM Presentations: 6:00 PM 7:00 PM	Presentations: 9:00 AM 10:00 AM 1:00 PM 2:00 PM

SUTIL FULL MEMBERS

- **Campion College**
- **Luther College**
- **Saskatchewan Apprenticeship**
- **Saskatchewan Polytechnic**
- **University of Regina**
- **University of Saskatchewan**
- **St. Thomas More College**

WHICH INSTITUTIONS ATTEND EVENTS?

FULL MEMBERS: SUTIL consists of seven full members. These members are represented in the executive positions, communications, and post-secondary event planning (PSE) committees. Full members are obligated to attend all SUTIL events and will present at each presentation time-slot.

ASSOCIATE MEMBERS: This year, we have thirty-two associate members, both from within the province and out-of province. Associate Members are not required to attend each event and will notify the PSE committee of which events they plan to attend. See our website, sutil.ca, for a full listing of Associate Members and their presentation schedules.

