Communication plan

Considerations based on feedback from last year

Stakeholders

OCUL Digital Curation Community

OCUL Community at large

OCUL Directors

Speakers

Participants

Communication plan schedule

Stakeholder group	Communication approach /activity	Person responsible	Draft	When	Done
OCUL DC Community	email - save the dat	Kelli Babcock	**Save the date: OCUL Digital Curation Summit - Friday, October 16th from 10 a.m. to 5 p.m.** The OCUL Digital Curation Community will be hosting the annual Digital Curation Summit on Friday, October 16th from 10 a.m. to 5 p.m. The event will take place at McMaster University's Mills Memorial Library1 in the Sherman Centre for Digital Scholarship2. The summit theme, selected by this community, will be "Digital Curation Lessons Learned: Failing Better". A call for presentation proposals will follow in August. On behalf on the 2015 Digital Curation Summit Planning Committee, Kelli Babcock Gabriela Mircea Pat Moore 1 http://library.mcmaster.ca/about/mills 2 http://scds.ca/	July 24, 2015	☑

OCUL DC Community at large	email - send call for presentations	Gabriela Mircea	**Call for Proposals - 2015 OCUL Digital Curation Summit** **Digital Curation Lessons Learned: Failing Better** Friday, October 16th from 10 am to 5 pm Mills Memorial Library, McMaster University **PROPOSAL SUBMISSION DEADLINE: Monday, September 14, 2015** ACCEPTANCE NOTIFICATION: Wednesday, September 30, 2015 The 2015 OCUL Digital Curation Summit is now accepting proposals for 30 minutes sessions. The proposals should be aligned with the theme of the summit: "Digital Curation Lessons Learned: Failing Better". We are looking for proposals that will contribute to the development of better practices and solutions, and that will spark learning and discussion among summit participants. Please submit your session proposals to mirceag@mcmaster.ca by September 14, 2015. Your proposal should include the following information: Presenter name(s) Contact email address Session title The description of your proposed session (1-2 paragraphs, about 200 words), including specific software, services or processes to be discussed. We look forward to reviewing your submissions! On behalf of the 2015 Digital Curation Summit Planning Committee, Kelli Babcock Gabriela Mircea Pat Moore	August 20, 2015	
Participants	email - Send event reminder	Planning Committee		3 days before the event	