



2019 Digital Learning Symposium

In Partnership with the Canadian eLearning Network

<http://canelearn.net/symposium19/>

SPONSORSHIP OPPORTUNITIES

APRIL 7 – 9, 2019

DELTA HOTELS BURNABY CONFERENCE CENTRE

Vancouver, BC

2019 Digital Learning Symposium

In partnership with the Canadian eLearning Network

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The BC Partners in Online Learning, in partnership with the Canadian eLearning Network (CANeLearn), invite you to join us at the 16th annual Digital Learning Symposium April 7 – 9, 2019. This year the event will be held at the [Delta Hotels Burnaby Conference Centre](#), Vancouver BC. Enjoy the opportunity to connect with educators and leaders in technology-based learning from BC and across Canada.

The BC Partners in Online Learning have been offering a Digital Learning event for over a decade, joining CANeLearn again in a shared symposium for educators and leaders in BC and across Canada. CANeLearn is a Canadian registered not-for-profit society whose mission is to promote effective practice in online and blended learning, foster community and facilitate interaction among online and blended learning educators, and connect educators to online and blended learning organizations.

The focus of the 3-day Symposium is on leading flexible learning models, environments and instructional approaches. The organizing committee is planning a program that will include many opportunities for networking and sessions that will inspire and provoke conference delegates. The event is designed to attract educators, technology coordinators, curriculum developers and administrators largely from K-12 but also from post-secondary. Those attending will be educators and leaders on the cutting edge of technology integration in teaching and learning.

In the past, up to 500 delegates from BC, Alberta, and across Canada have participated in the Digital Learning Symposium and this year's location can host a larger number of delegates than prior years and is more conveniently located for Vancouver area educators. Previously, exhibit space has sold out quickly as it is limited. Throughout the event there will be many opportunities for sponsors to interact with delegates at exhibits along the main prefunction area outside the ballroom and corridor to the elevators and washrooms. Sponsorship options range from a logo and link on the Symposium website to an exhibit table or a keynote introduction. No matter what level of sponsorship you choose, networking opportunities abound in the exhibit prefunction area.

Contact Randy LaBonte, CEO of the Canadian eLearning Network, at rlabonte@CANeLearn.net if you have questions. Check out information on our website <http://canelearn.net/symposium19/>. To register, please complete the application form found on page 12 of this document or online at: <https://goo.gl/forms/aoXQUA9XN3z0eB602>

We look forward to seeing you in April!

Sponsor Networking Opportunities

In addition to providing a high traffic exhibit space designed for maximum exposure (see maps on page 10 and 11), the Symposium program and food arrangements have been deliberately designed to encourage delegates to visit exhibits between sessions, during meals, and at nutrition breaks. The program also includes two scheduled social receptions to provide opportunities to build one-on-one relationships with delegates, fellow exhibitors and sponsors, and high-level decision makers.

Opening Night Reception: *Sunday, April 7th, 5:00 - 6:30 pm*

Don't miss your opportunity to converse with delegates at the Symposium's Opening Night Reception. The Symposium kicks off with networking in a casual and lively environment in the prefunction area. Everyone is welcome - delegates, keynotes, exhibitors, and sponsors. The reception will include catered hors d'oeuvres and a no-host bar.

Main Reception: *Monday, April 8th, 4:30 - 6:30 pm*

Enjoy a casual drink, hors d'oeuvres and great conversation at the main networking event of the Symposium. Join delegates, presenters, other sponsors, and Symposium organizers in the Main Reception in the prefunction area outside the main ballroom.

Exhibitor Hours¹

Sunday, April 7

| | |
|-------------------|---------------------------------------------|
| Exhibitor Set Up | 2:00pm – 6:30pm (Ballroom Prefunction area) |
| Opening Reception | 8:00pm – 9:30pm |

Monday, April 8 (Symposium)

| | |
|-----------------------|-------------------------------|
| Continental Breakfast | 7:30am – 8:30am |
| Plenary Keynote | 8:30am – 10:00am |
| Break | 10:00am – 10:30am |
| Lunch | 12:00pm – 1:00pm |
| Breaks | 2:30pm – 2:45pm & 3:30 – 3:45 |
| Main Reception | 4:30pm – 6:00 pm |

Tuesday, April 9 (Symposium)

| | |
|----------------------------|-------------------------------------|
| Breakfast | 7:30am – 8:15am |
| Plenary Keynote | 8:15am – 9:30am |
| Breaks | 9:30am – 9:45am & 11:00am – 11:15am |
| Lunch | 12:30pm – 1:00pm |
| Conference Closing Plenary | 1:00pm – 2:30pm |
| Exhibitor Take Down | 3:00pm |

¹ Final program times may vary

2019 DIGITAL LEARNING SYMPOSIUM SPONSORSHIP OPPORTUNITIES

PLATINUM SPONSOR - \$10,000

INCLUDES ADVERTISING, NETWORKING, PRESENTATION AND EXHIBITOR OPPORTUNITIES

Official Symposium and Keynote Speaker Sponsor

- Introduction as “*Official Symposium and Keynote Sponsor*” at all three plenary sessions
- Option for company representative to introduce a keynote speaker
- Company/organization banner on display in ballroom at plenary sessions
- Company representative introduced at two receptions
- Inclusion in the official conference prize draw
- Two 10-foot exhibit booth spaces – prime location (*first choice*)
- Four complimentary conference registrations and invitations to Conference receptions
- Two complimentary workshop presentations (one in Pre-Conference)
- Acknowledgement in program, on website, at plenary sessions and on signs in prefunction area

YOU WILL NEED TO PROVIDE THE FOLLOWING:

- A brief statement about your company/organization or value proposition (25 words max)
- Names and contact information for each Symposium attendee
- Two door prizes at a value over \$250.00 for draw at receptions
- Two logo formats: a JPG and an EPS (high resolution) for digital and print production
- Signage for display in the ballroom, and first choice of exhibit location

GOLD SPONSOR - \$7,500

INCLUDES ADVERTISING, NETWORKING, PRESENTATION AND EXHIBITOR OPPORTUNITIES

Official Symposium and Reception Sponsor

- Introduction as “*Official Symposium and Reception Sponsor*” at two receptions
- Company/organization banner on display in ballroom at plenary sessions
- Company representative introduced at two receptions
- Inclusion in the official conference prize draw
- One 10-foot exhibit booth space – prime location (*second choice*)
- Three complimentary conference registrations and invitations to Conference receptions
- One complimentary workshop presentation
- Acknowledgement in program, on website, at plenary sessions and on signs in prefunction area

YOU WILL NEED TO PROVIDE THE FOLLOWING:

- A brief statement about your company/organization or value proposition (25 words max)
- Names and contact information for each Symposium attendee
- Two door prizes at a value over \$250.00 for draw at receptions
- Two logo formats: a JPG and an EPS (high resolution) for digital and print production
- Signage for display in the ballroom, and second choice of exhibit location

2017 CANeLEARN SYMPOSIUM SPONSORSHIP OPPORTUNITIES

SILVER SPONSOR - \$5,000

INCLUDES ADVERTISING, NETWORKING, PRESENTATION AND EXHIBITOR OPPORTUNITIES

Official Symposium Sponsor

- Introduction as “*Official Symposium Sponsor*” at the Main Reception
- Option for company representative to be introduced at the reception
- Inclusion in the official conference prize draw
- One complimentary workshop presentation
- One 10-foot exhibit booth space – prime location (third choice)
- Two complimentary conference registrations and invitations to Conference receptions
- Acknowledgement in program, on website, at plenary sessions and on signs in prefunction area

YOU WILL NEED TO PROVIDE THE FOLLOWING:

- A brief statement about your company/organization or value proposition (25 words max)
- Names and contact information for each Symposium attendee
- Door prize at a value over \$250.00 for draw at main reception
- Two logo formats: a JPG and an EPS (high resolution) for digital and print production

NAME TAG LANYARD SPONSOR - \$4000

- Delegates are required to wear name badges throughout the event
- Supply lanyards with your brand for each delegate and presenter

BRONZE SPONSOR - \$2,500

INCLUDES ADVERTISING, NETWORKING, PRESENTATION AND EXHIBITOR OPPORTUNITIES

Symposium Sponsor

- Acknowledgement as “*Symposium Sponsor*” at Opening Reception
- Inclusion in the official conference prize draw
- One 6-foot exhibit table space (no backdrop, option for one pull-up banner)
- Two complimentary conference registrations and invitations to Conference receptions
- Acknowledgement in program, on website, at plenary sessions and on signs in prefunction area

YOU WILL NEED TO PROVIDE THE FOLLOWING:

- A brief statement about your company/organization or value proposition (25 words max)
- Names and contact information for each Symposium attendee
- Door prize at a value over \$250.00 for draw at main reception
- Two logo formats: a JPG and an EPS (high resolution) for digital and print production

2017 CANeLEARN SYMPOSIUM SPONSORSHIP OPPORTUNITIES

VENDOR EXHIBIT LEVELS

LEVEL 1 - \$795.00

- One assigned 6-foot exhibit table space (no backdrop, option for one pull-up banner)
- One complimentary conference registration and invitation to Conference Main reception (*additional registrations available at \$250*)
- Acknowledgement in program, on website, and at plenary sessions

YOU WILL NEED TO PROVIDE THE FOLLOWING

- Name and contact information for one conference attendee
- Two logo formats: a JPG and an EPS (high resolution) for digital and print production

LEVEL 2 - \$495.00

- Your exhibit materials displayed on a common table
- Logo and link to your website from conference website

YOU WILL NEED TO PROVIDE THE FOLLOWING

- Two logo formats: a JPG and an EPS (high resolution) for digital and print production
- Exhibit materials for common table

LEVEL 3 - \$295.00

- Logo and link to your website from conference website

YOU WILL NEED TO PROVIDE THE FOLLOWING

- Two logo formats: a JPG and an EPS (high resolution) for digital and print production

ADDITIONAL SPONSOR DELEGATE - \$250 (*Level 1 Exhibitor or above only*)

- One delegate conference attendance (discounted rate)

Sponsor & Exhibitor Comparison Matrix

| | Exhibitor Level 3 | Exhibitor Level 2 | Exhibitor Level 1 | Bronze Sponsor | Silver Sponsor | Gold Sponsor | Platinum Sponsor |
|-------------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|-------------------------|--------------------------|-------------------------|
| | <i>Non-attending</i> | <i>Non-attending</i> | <i>Attending Exhibitor</i> | <i>Attending Sponsor</i> | <i>Official Sponsor</i> | <i>Reception Sponsor</i> | <i>Keynote Sponsor</i> |
| | \$295 | \$495 | \$795 | \$2,500 | \$5,000 | \$7,500 | \$10,000 |
| Logo/link on website | X | X | X | X | X | X | X |
| Logo on PPT | X | X | X | X | X | X | X |
| Materials displayed | | X | X | X | X | X | X |
| Symposium registrations | | | 1 | 2 | 2 | 3 | 4 |
| Listed on program/web | | | X | X | X | X | X |
| 6 foot table (no backdrop) | | | 1 | 1 | | | |
| Choice on display space area | | | Assigned | 4 th | 3 rd | 2 nd | 1 st |
| Conference Prize Draw (\$250 value) | | | | 1 | 1 | 2 | 2 |
| Logo on prefunction area signage | | | | X | X | X | X |
| 10 foot space; 8' table & backdrop | | | | | 1 | 1 | 2 |
| Concurrent workshop in program | | | | | 1 | 1 | 2 |
| Intro as Official Symposium Sponsor | | | | | X | X | X |
| Company banner in ballroom | | | | | | X | X |
| Welcome and Introduction to Keynote | | | | | | | X |

Lanyard Sponsor (one only) \$4,000 Please email rlabonte@CANeLearn.net to check availability

Additional Exhibitor Information

Display Regulations

No displays may be attached to walls or hung from the ceiling. The use of thumbtacks, double-sided tape, scotch tape, nails, screws, bolts and spikes or any tool material that could damage the floors, drapes and walls is prohibited by the hotel.

Conference Prize Draw *(Sponsors only)*

Delegates welcome the opportunity to enter into prize draws. We invite our sponsors to provide a door prize of over \$250 value for our delegate *Conference Prize Draw*. We request that you arrange for and notify us of your door prizes on or before February 28th.

- **Physical Prizes** should be shipped to the hotel to your attention or brought with you.
- **Prizes to be provided to Symposium Info/Registration desk by the first morning of the event**
- **Prize Certificates** should be emailed to info@CANeLearn.net
 - Format: Letter Size (8 ½" x 11"), PDF file;
 - Company Info: Company name, logo, address, phone, email; and
 - Redemption Information: Prize description, value and contact for redemption.

Booth Prize Draws

The Symposium organizers welcome both sponsors and exhibitors to offer business card draw prizes for delegates at their booth. A general announcement will be made during the Symposium opening that exhibitors may be offering these opportunities.

Prize Draw Policy

Symposium organizers and numerous exhibitors will be holding prize draws throughout the event. To ensure there is no perceived conflict of interest and to increase value of attendance, these draws are not open to sponsors, exhibitors or event organizers.

Note:

- **All breaks, meals, and the Main reception are staged in the prefunction and ballroom area.**
- **Delegates will pass the exhibit area to access meeting rooms, washrooms, and social events.**
- **Exhibitors will have maximum exposure.**

Conference Venue and Accommodations

- Delta Hotels Burnaby Conference Centre
- 4331 Dominion Street, Burnaby, BC V5G 1C7

Advance Deliveries

The hotel cannot receive packages, parcels, crates and equipment more than 4 days prior to the start of the function. All parcels delivered by courier service should include:

1. Your company name, name of person picking up the package along with their phone number (cell number is preferred);
2. Please include return address, booth number if known; and
3. Reference **CANeLearn Symposium**

Security

Please note that all unattended items are left at the exhibitor/sponsors own risk. The hotel, Canadian eLearning Network and its contractors assume no liability for loss or damage to supplies, displays or other valuables.

Internet Access

The main meeting rooms and exhibit areas have wireless access provided. All hotel rooms have complimentary high-speed internet access.

AC Power

AC Power is available via standard outlets, please bring your own extension cord(s) and power bar(s).

Cancellation Policy

A 15% administration fee will be charged for cancellations. Cancellations with less than 30-day notice are not refundable. In the event of cancellation by the exhibitor, the liability of the Canadian eLearning Network shall be limited to the refunding of the amount of rental less a 15% administrative fee. Cancellation by the exhibitor after 30-days prior to the event will result in forfeiture of the required payment. Cancellation notice must be in writing.

Questions? Comments? Please Contact:

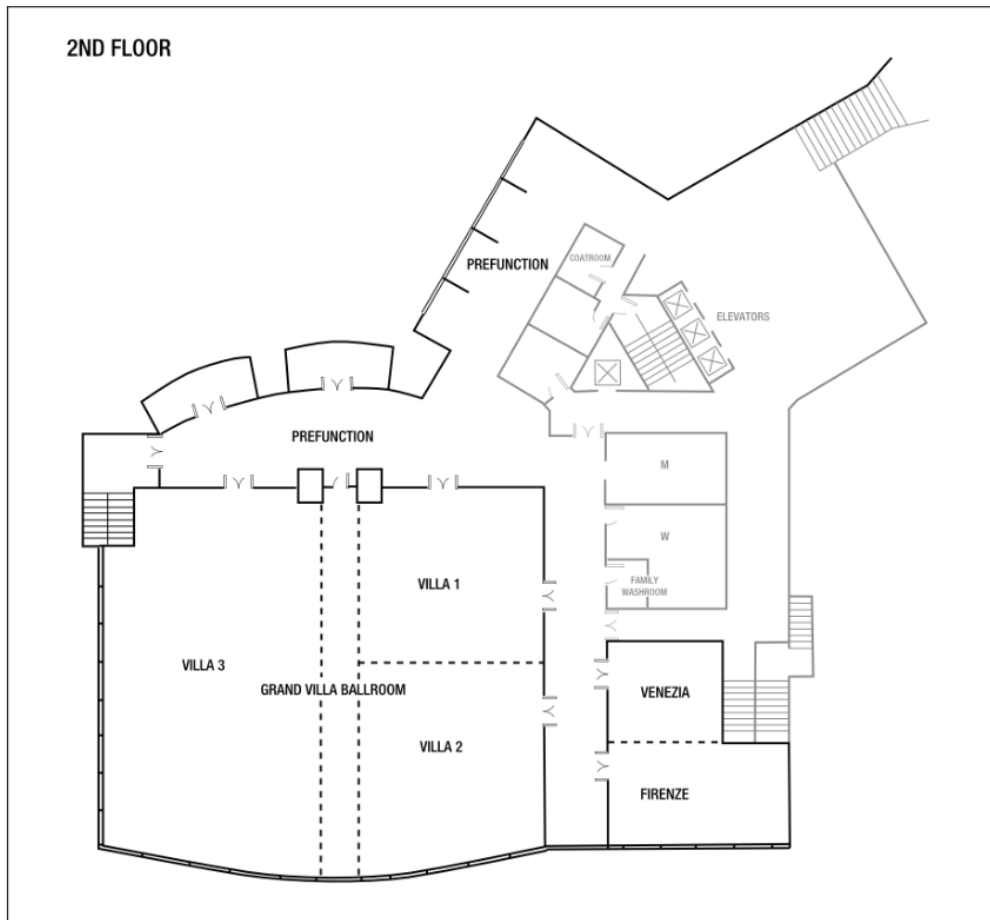
info@CANeLearn.net

Or:

Randy LaBonte at rlabonte@CANeLearn.net

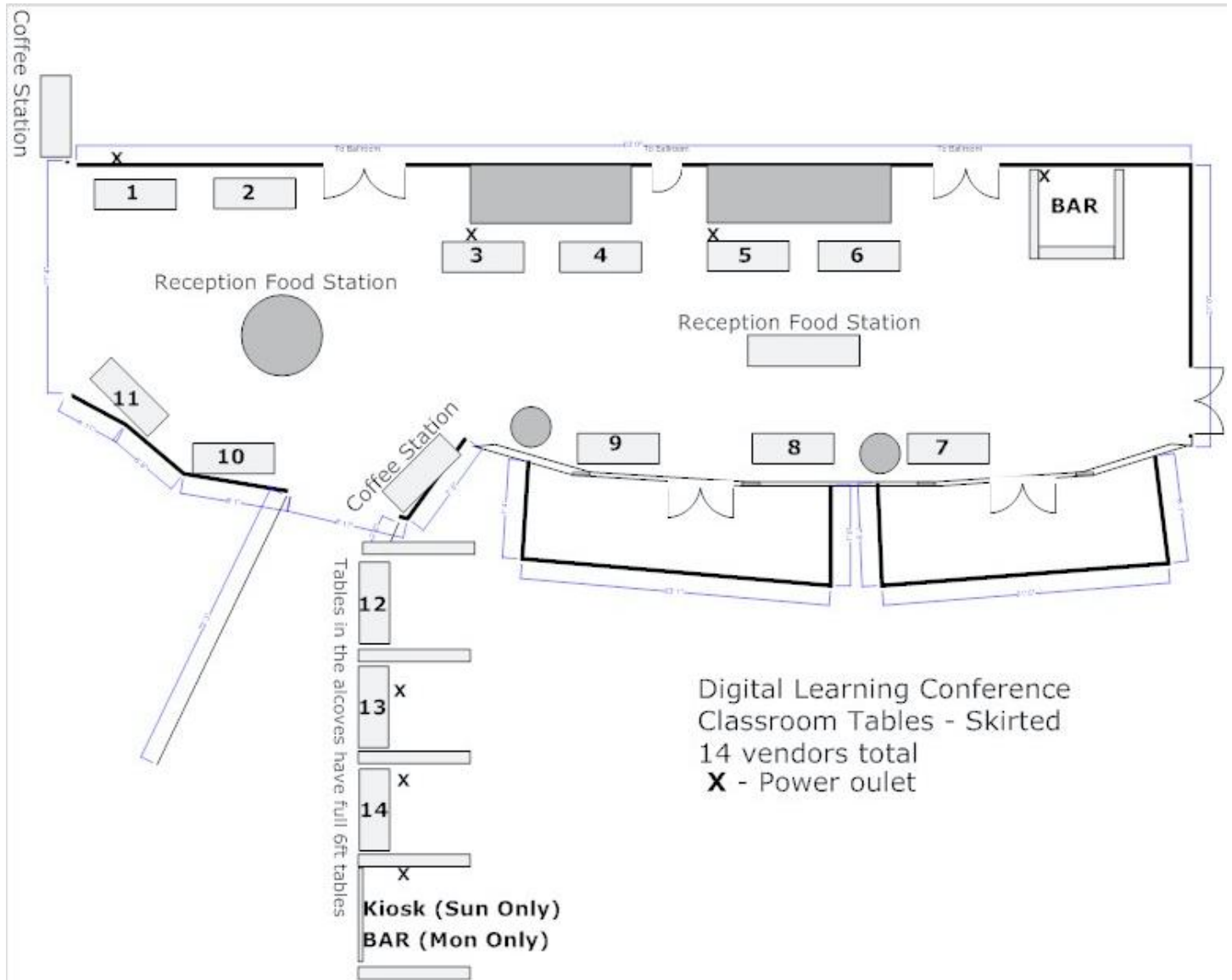
Sponsorship opportunities and exhibit space is limited – Please register early!

Main Conference Floor – Monday and Tuesday Symposium



Exhibitor Table Layout Map

- *Second floor between elevators and ballroom*



Application and Agreement to Exhibit and/or Sponsor 2019 Digital Learning Symposium

This form can be completed online at <https://goo.gl/forms/aoXQUA9XN3z0eB602>
OR email this completed form to info@CANeLearn.net

Sponsor/Exhibiting Organization _____

Primary Contact: _____ Title: _____

Address: _____

Telephone Numbers (Office and Contact Cell): _____

Email(s): _____

Website (to direct delegates to): _____

Logistical Contact (for Service Kits, Booth Assignments, etc.)

Name: _____ Email: _____

Telephone (office & cell): _____

Email Address: _____

Sponsorship Level: (please select one)

- Platinum - \$10,000
- Gold - \$7,500
- Silver - \$5,000
- Bronze - \$2,500
- Level 1 Exhibitor - \$795
- Level 2 Exhibitor (Display materials) - \$495
- Level 3 Exhibitor (Logo on website) - \$295

Additional Sponsorship Opportunity:

Name Tag Lanyard Sponsor - \$4,000 (one only, email info@CANeLearn.net to check availability)

BADGE INFORMATION: List all Company Representatives Attending the Event (name and email)

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Digital Learning Exhibition Details and Guidelines

TERMS OF PAYMENT

You are urged to submit your application early. An invoice for agreed sponsorship/exhibitor level will be issued and full payment must be made one month from invoice date to secure exhibit space and sponsorship level. Cheques are payable to *the Canadian eLearning Network*, electronic payment and invoice options are available through Stripe or PayPal.

ASSIGNMENT OF BOOTH SPACE

Application to sponsor and exhibit at the *Digital Learning Symposium*, and the formal assignment of exhibit space based on full payment of all sponsor/exhibit fees, together constitute an agreement and right to use the assigned exhibit space. Major sponsors have the right to indicate choice on space as described in this document, however the organizing committee in collaboration with the Canadian eLearning Network reserve the right to assign and reassign exhibit space as necessary.

USE OF DISPLAY SPACE

All distribution and demonstration of promotional materials must be confined to the perimeters of the exhibitor's booth. Display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. Any devices that project sound must be kept at a conversation level. Exhibitors may not distribute food and beverage products, including but not limited to alcoholic beverages, unless agreed upon in advance. Small bowls of candy are allowed.

STANDARDS FOR EXHIBITING

As a courtesy to delegates and fellow exhibitors, exhibiting companies are required to open their exhibit on time and staff the booth during exhibit hours. No functions, entertainment, or social events may be scheduled to conflict with Symposium program hours, exhibit hours or social events. Functions sponsored independently by Exhibitors at the conference site to which delegates are invited must receive prior written approval.

LIABILITY

The organizing committee, Canadian eLearning Network, its partners, officers, directors, agents and employees, and the hotel cannot guarantee against loss, theft, damage or injury connected with the exhibitor's participation in the Exhibit Hall. Exhibitors assume all responsibility and liability for losses, damages and claims arising out of the use of the exhibition premises except in the case of gross negligence or willful misconduct by the Canadian eLearning Network, its partners, and respective employees and agents. The exhibitor agrees to indemnify, hold harmless and defend the Canadian eLearning Network, its partners, and respective employees and agents from any and all such losses, damages and claims except in the case of gross negligence or willful misconduct by the Canadian eLearning Network, its partners, and respective employees and agents. The organizing committee, Canadian eLearning Network or hotel will not be responsible or liable for any loss, damage or claims arising out of exhibitor's activities on the hotel premises except in the case of gross negligence or willful misconduct by the Canadian eLearning Network, its partners, and respective employees and agents. Exhibitors understand that neither the hotel, the organizing committee or the Canadian eLearning Network nor its partners maintain insurance covering exhibitor's property and it is the sole responsibility of the exhibitor to obtain such insurance.

AGREEMENT

It is expressly understood that in using space in the Exhibit Hall, the sponsor and/or exhibitor agrees to abide by all rules and regulations; moreover, that in accepting the application for space, the organizing committee in partnership with the Canadian eLearning Network agrees to furnish ordinary facilities and services as described in this document.