Virtual UIST 2020: Overview of A Design Journey

General co-chairs Shamsi Iqbal and Karon MacLean

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See “Dream Team” below for these amazing individuals’ role in the conference organization.

ACM UIST 2020 took place virtually in 2020, with the main program on Oct 21-23. Originally scheduled to take place in Minneapolis, USA, collocated with our sister conference ACM CSCW, the switch to virtual meant that we needed a complete overhaul of how we planned and ran the conference. We would like to share the decisions we made and the underlying considerations behind our decision making with the hope that this may be useful to other conference planners as they plan for virtual or hybrid conferences in the near and long-term future. Since this was the first time UIST was virtual, we also created extensive documentation detailing key components - e.g technical infrastructure, how-to-guides for participants and so on.

The list of additional documentation is available at the end of this document.

THE TEAM

MAKING THE DECISION TO GO FULLY VIRTUAL

Timing of the decision

Forecast of the pandemic situation

Financial considerations

Paper submission prognosis and flexible paper deadline

Flexibility in effectively offering the interactive program elements

PLANNING THE VIRTUAL CONFERENCE

Pivoting the Org Comm to focus on Virtual Operations and Experience

Roles that were dropped

Roles that were mostly unchanged in scope, with some changes in delivery

Roles that were substantively redefined due to virtual

Roles that were created or massively different than usual:

Exploring technical platforms: robust, interactive, social, inclusive, safe

4

4

5

5

6

7

7

7

8

8

10

12
Finalized technical platform approach

Designing the virtual event program

Time zone that is fair for most attendees

Shortened Days

A significant asynchronous program, balanced with registration value

Papers session structure: parallelism, pre-recorded, short discussions, Discord chat

Split the interactive session into two time slots

Doctoral Symposium split into two days and shorter hours

Replacing the Banquet with online social interactions

Overhauling the budget

Projected Expenses

Projected Revenue

Deciding on registration rates

Deciding on sponsorship needs

Additional support from the ACM SIGCHI Development Fund

Projected Budget

Post-Conference Budget and Outcome

Planning Social events and Networking Opportunities

Virtual Welcome Receptions at three different times, for different time zones

Other Social Opportunities Throughout the Conference

Planning the Collocation with CSCW

Registration for both conferences

Content for the overlap day: highlight panel, shared keynotes, access to paper sessions

Publicity and Communication

Highlighting notable papers from past conferences

New Medium site with posts on conference operation and conference papers

Blog post with daily highlights for each conference day
Summary email from Chairs at the end of each conference day 22

The Conference! 23

Takeaways: Unanticipated Challenges, Key Successes 23

Biggest successes 23

A vibrant program 23
Strong attendance with many ‘newbies’ 23
Publicity innovations 24

Most Mis-gauged 24

Underestimating the effort behind the gallery development 24
Lower than expected participation from underrepresented populations despite discounted registrations. 25
Welcoming newcomers 25
Lower than expected response to the redesigned Student Innovation Contest 25

Adapting non-program elements: Diversity and Inclusion, Sustainability 26

Code of Conduct 26
Make conference accessible for those who usually do not attend UIST 26
Inclusive time zone that works for most participants 26
Diversity channel on Discord 26
Newcomer welcome channel on Discord 27
Empowering our volunteers: Orgcomm Members and Student Volunteers 27
Student Volunteers: Networking 28
Orgcomm: worked on visibility at and in advance of the virtual meeting 29

In Conclusion, some Key Recommendations 31

The Dream Team, a.k.a UIST 2020 Organizing Committee! 32

Links to additional documentation 33
THE TEAM

Designing and offering Virtual UIST 2020 was a major team effort. We acknowledge and honor our organization committee team as well as our team of student volunteers for the huge and dedicated job they did. Individuals are listed on the UIST 2020 website, as well as a table at the bottom of this document. For readability and consistency we will refer to roles rather than individuals throughout the document.

MAKING THE DECISION TO GO FULLY VIRTUAL

Timing of the decision

Typically conference planning for a 500+ person in-person conference starts 18-24 months before the conference date, driven by the need to find an appropriate venue and then finalize and sign the hotel contract. For UIST 2020 we had already signed a hotel contract jointly with CSCW in August 2019 (t-14 months), more than a year ahead of the conference. Like any contract there was a clause around hefty fines that ACM, our parent organization, will have to pay if we break the contract less than 6 months before the conference start day.

When the pandemic happened and big conferences like CHI were cancelled entirely, it became clear we had a short timeframe for our own major decisions. By the end of April 2020 (t-6 months), it was necessary to commit to either going virtual or running the risk of having to cancel the conference closer to the date. At that point hybrid did not seem a viable option given the many unknowns, as well as the major effort required in inventing even a solely virtual conference, with a hybrid approach bringing in many more complexities, uncertainties and demand for unproven technology.

In deciding between virtual, physical or hybrid forms of the event, we considered:

- **Forecast of the pandemic** six months out, with implications on local group congregation and hotel policies, and on travel restrictions or inhibitions both domestically and internationally by October 2020

- **Financial impact** of cancelling venue contracts

- **Paper submission prognosis** as a rough indicator of interest and people’s ability to continue research during the pandemic (at the time of our decision, many researchers were shut out of their labs and having difficulty completing planned submissions)

- **What a virtual program should look like, and key to its success; including feasibility of effectively offering interactive elements of our program** in either a virtual or pandemic-restricted physical program. Demos, Posters, and the Student Innovation Contests are the heart of UIST.

- **The major effort required** to deliver a strong virtual program alone, without having to also continue to plan for a physical event
Forecast of the pandemic situation

By May 2020 it had become clear that without a vaccine (which would not be ready by Fall 2020), the best-case scenario was of viral spread being effectively limited by fall, but not controlled. Large groups and widespread travel were unlikely to be feasible because curtailling travel and large groups would be the basis of managing the pandemic’s spread. Furthermore, with our international attendee base, there was no way we could anticipate travel restrictions for different countries and different institutions. Individual situations and comfort levels would prevent some from traveling even if technically allowed. Fairness of access was a consideration: it was clear by this point that participants from some countries and nationalities, normally active in our community, would face compounding entry visa restrictions (e.g., Iranian nationals were subject to restrictions due to the health situation in Iran, despite their not living in Iran).

The more likely scenario was that we would still be fully in the grip of the pandemic by Fall, perhaps in a second wave, and even a hybrid approach would need to be abandoned.

Thus, the safe decision was to switch to planning for a virtual conference as soon as possible, rather than having to scramble to switch or cancel at the last moment; or, to plan for both in parallel when we did not have the resources for this.

Financial considerations

To help with our decision making, we met with the SIGCHI conference representatives - Andrew Kun, VP for Conferences and Sade Rodriguez, the Program Coordinator for SIG and Conference Operations - to understand the financial impact of this decision on our conference budget, and for the ACM, of cancelling venue contracts. We had the following key questions:

- How to interpret our contract in this extraordinary situation - what would activate the force majeure clause, and when
- Whether the liability would need to be covered in our virtual conference budget
- Whether our contracts would impact when we’d be allowed to publicly declare a decision to go virtual

All of these were wrapped up in what ACM, as our technical sponsor, could address for us in terms of the contracts.

ACM was very supportive of their conferences during this period, understanding that we needed to make a decision in the short term, but also recognized that conferences would likely not be able to generate income through the virtual conference to cover all the costs of the canceled contracts. Ultimately, the ACM asked us to balance the virtual conference budget (i.e., ensure that the income covered the expenses of the virtual conference) and include a line item that would take into account 10% of our new expenses or our last approved overhead for the physical conference. This directive freed us to convey to authors an expectation for the
conference modality prior to the submission deadline, and to fully switch our energies to the virtual conference.

Eventually, ACM was able to renegotiate with the hotel without incurring cancellation fees (the solution involved CSCW making a commitment to hold the 2022 conference at the hotel), but ACM’s approach allowed these steps to be decoupled.

**Paper submission prognosis and flexible paper deadline**

UIST submissions predominantly involve hardware development, and the pandemic was impacting research in Spring 2020, with many researchers shut out of their labs. We were therefore unsure whether submission numbers would be similar to previous years, which would be an indicator of how willing people would be to participate in the conference at all - be it virtual or physical. To allow authors more flexibility, our program chairs moved the paper deadline twice as we monitored developments and our community members’ situations. However, this also meant that we were cutting into time for review: proceedings deadlines did not move when we switched to virtual. To accommodate the postponed submission deadline (eventually by 4 weeks), we cancelled our typical rebuttal period, but maintained the original date of the program committee meeting in order to meet publisher deadlines. These measures together allowed us to send out paper notifications on schedule. For the first time, the UIST PC meeting was also virtual (with PC members notified of the change by late March), which aside from being a necessity in the pandemic (June 2020), gave our program chairs and PC some flexibility since a hotel and travel were no longer needed.

![Figure 1: UIST 2020 Virtual PC Meeting on Zoom](image-url)
Flexibility in effectively offering the interactive program elements

Perhaps the biggest concern we had in moving to virtual was how to present the interactive elements of the conference: demos, posters, and the student innovation contest which all call for in-person and often hands-on experiences. However, we had some evidence from multiple sources that there was a path to making this work on existing digital platforms. First, IEEE VR did an impressively quick pivot (held on time but virtually, March 22-26 2020) and found that attendees were open to experiencing interactive elements in innovative ways during a virtual conference. Secondly, members of our org comm had opportunities to experiment in local environments (e.g., university-scale demo sessions) to identify platform and deployment do’s and don’ts.

The student innovation contest (SIC) presented an additional challenge: here, student groups traditionally collaborate (with physical co-presence) on hardware components donated by a sponsor to come up with innovative inventions. The physical collaboration was not going to be possible, and our sponsor regrettfully had to withdraw because of this. However, rather than cancelling the SIC, our SIC chairs decided to drop the hardware dependency and make the theme far broader so that the spirit of the SIC still exists but within the constraints of social distancing. We did not require a physically working system (as we normally would) but instead prioritized innovativeness of concept and approach and communication of the idea.

In consultation with our demos, posters and SIC chairs, we thus finally decided that there could be a viable path to hosting the interactive session as part of our conference.

Given that we had identified what a minimally viable virtual UIST could look like, after consulting with our cohost partners the CSCW chairs, and with the blessing of ACM and the UIST steering committee, we moved on to the planning part.

PLANNING THE VIRTUAL CONFERENCE

The period from May to late July was principally occupied with learning about our options so that we could make big operational decisions, reduce or bound our uncertainty as possible, and then making these decisions. These fell into several categories.

Pivoting the Org Comm to focus on Virtual Operations and Experience

Our first step was to identify what roles within the conference would remain mostly unchanged, where we needed to redefine the roles drastically and where we needed to create new roles.

Roles that were dropped

The only role which we had no need for now was Local Arrangements. These chairs were thanked and invited for their interest in participating in another way (all declined, as their primary interest had been to bring visibility to their local university).
Roles that were mostly unchanged in scope, with some changes in delivery

Most of the roles associated with program content outside of the interactive elements (papers, doctoral symposium, awards, vision, video previews, registration) would remain similar from the content point of view, but some required redefinition in terms of operations - how the content would be presented at the conference. Of these, Papers were somewhat affected, but the biggest impact was on Posters, Demos and the Student Innovation Contest. Proceedings and Publicity would mostly remain unchanged in their charter, although the role of Publicity was larger than usual given the major changes and confidence-building required.

Roles that were substantively redefined due to virtual

Roles associated more directly with operations required substantial changes and redefinition of responsibilities.

- **Treasurer**: While in theory the job definition was the same, this year the treasurer had to work much harder than usual in building estimates out of nothing, tracking costs, and ended up doing quite a bit of research on alternatives, other earlier conference experiences, etc.,. This required our Treasurer to work both with great initiative, and very closely with the general co-chairs. This refers to the parts of the job carried out after building and getting approval for the physical conference budget, including venue selection.

- **Sponsorship** required a different charter to be shared with potential sponsors, as now they no longer had the opportunity to interact with attendees in person, have events named after them (typically costly due to food/beverage and venue expenses) and would
lack the visibility that naturally comes with the conference. Sponsorship chairs thus redefined what the conference could offer as incentives in the virtual format. This included more visibility on the home page of the conference page and dedicated time and space to interact with the conference attendees during the conference on our virtual platform. While some sponsors were initially skeptical of the value of the latter, some were afterwards very enthusiastic, feeling that their visibility and the quality of their virtual audience interactions were very high.

- **Posters and Demos** had a similar submission and adjudication process as usual, but required total reinvention in terms of how the conference experience would work for both presenters and audience, with many challenges. This included a need to reassure authors to even submit, given that many assumed this aspect of the conference would be a bust this year. (As it turned out, many asserted it was the most vibrant aspect of the conference). To pull off an effective experience meant working over the full 6-month period with the new VEO chairs (below) to design and then implement a brand-new constellation of technical platforms, considered closely for many kinds of requirements that included experience, robustness and accessibility for the particular demands of interactive demonstrations for a 500-800 person audience.

- **Student Innovation Contest** had to be largely reconfigured, with the committed sponsor regretfully pulling out due to the inability for teams to work together in place using shared hardware. Given a choice to cancel this year, the SIC chairs elected to proceed with a redefined challenge that highlighted remote collaboration and did not require a physical demo - a wizard-of-oz concept was encouraged, with emphasis on creativity and originality. The SIC chairs worked closely with the Demo/Poster chairs to facilitate interactive demonstrations of the strong set of participants who rose to this challenge, from all over the world.

- **Student volunteers** who are an essential part of the real time execution of the conference would need to have a different skill set, depending on the technical setup that we would eventually go with. There was also the additional challenge of incentives for student volunteers where networking opportunities at the virtual conference would be potentially limited and the conference fees would be low - usually a driving factor behind students signing up to be volunteers. In consultation with the Student Volunteer chairs, we decided to defer the student volunteer lottery while we figured out these details.

In the end, we prioritized diversity and experience with the technical platforms used in the conference. Incentives included free registration, fewer hours required (because the overhead cost of sponsoring an SV was substantially lower for us, the synchronous conference hours were compressed), more hours used in advance of the conference itself (we deployed SVs more in our many development tasks), definition of tasks to maximize direct SV interaction with authors to promote networking, and opportunities for dedicated hour-long zoom sessions with senior members of the community post-conference.
• **Accessibility** continued to be an important part of the conference and our commitment to making the proceedings accessible was unchanged. However, for operations, the effort had to be refocused on the accessibility of the virtual experience, zeroing in on the platforms and the workflow around them to present content both synchronously and asynchronously. We also tracked requests for special accommodation, which may require additional requirements for the conference, for example ASL (American Sign Language) interpreters during the live talks (we did not receive any requests this time).

• **Sustainability** presented an opportunity to study the impact of being fully virtual - starting from the carbon footprint that was saved down to the impact on the health of the conference. This primarily took the form of a survey, developed in coordination with the organization committee, and administered to all conference attendees on the last day of the conference. Results are being separately reported, but should provide a baseline from which to compare future sustainability efforts.

• **Diversity** efforts shifted from the in-person opportunities for interaction within a smaller group of attendees towards opening up the conference to a wider population around the world, through free and discounted registrations for participants from developing countries and a more global participant friendly choice of the time zone. There were also opportunities throughout the conference to facilitate informal conversation through the text channels and senior members dedicated time to be present in those channels to welcome new members of the community.

**Roles that were created or massively different than usual:**

It became apparent that we needed to pay extra attention to two aspects:

1. **The overall virtual operation**, including determination of the appropriate technical platform, overseeing its implementation, overseeing the transfer of information from the program content chairs to those setting up the technical experience etc. This was a highly visible role deeply connected to a number of chairs and required a person or team with strong technical skill and was an excellent communicator.

2. **Social interactions** - an area where most virtual conferences so far had struggled the most.

Given these key requirements, we made the following revisions to our organizing committee.

• **[NEW] Virtual Experiences and Operations (VEO) Arrangements Chair** to facilitate the technical side of the conference, taking the overall technical and organizational lead on all aspects of the technical platform specification, construction and deployment.

• **[NEW] Virtual Social Chair**, to facilitate the social aspects of the conference. One major contribution was development of our Code of Conduct for a virtual event (below).

• **[REVISED] Web and Design Chairs**: While typically this job is a straightforward renewal of the website and minor redesign of the program guide (electronic in recent years) as well as any graphic elements, this year the W&D co-chairs were key members
of the very hard-working Virtual Experience and Operations team, which together reinvented the entire suite of conference delivery technical platforms; more below on how these roles worked together. In future years when the platform and workflows do not need to be invented from scratch, this role would not necessarily be overwhelmingly different from a non-virtual year, but it was huge in transition.

The **VEO Arrangements** and **Virtual Social Chairs** worked closely with the **Web and Design chairs** to set up the backend of the technical experience, and with the program content chairs to determine the front end of the experience as well as the conference flow, all in close coordination with the General Chairs.

In recognition of the enormity, competence and dedication with which these individuals did this collective job, the four VEO Arrangements and Web/Design chairs were given the **UIST SuperHeros Award** at the conference itself.

![UIST SuperHeros Award](image)

**Figure 3:** UIST 2020 Superheroes Award - a custom comic book cover illustrating the recipients as superheros. Digital image created by @TBToons.
Exploring technical platforms: robust, interactive, social, inclusive, safe

Our key considerations in determining the technical platforms were:

- **Robustness, Interactivity and Accessibility**: The platform needed to be robust at scale to be able to support around a thousand people interacting simultaneously, have reliable audio-video capabilities and provide intuitive interactions. Accessibility was a key factor in our decision making - any online platform would have to pass the accessibility standards.

- **Supporting social and networking opportunities**: The platform needed to facilitate serendipitous social interactions through text, voice and video, allow for creation of a large number breakout rooms or channels, have customizability with the organization scheme so that we could adapt it to our needs.

- **Online safety: Code of Conduct and implementing it**: A big concern with any online communication platform is the issue of security. In addition to preventing unauthorized people from invading the conference, we had to also ensure that within the conference experience we could make sure that we had capabilities of monitoring interactions and ability to implement the code of conduct to prevent untoward behavior.

As we explored a variety of platforms, we had a few takeaways:

- Some of the most innovative platforms on the market in mid-2020 did not meet even basic standards of accessibility (vision, hearing) and had to be ruled out.

- Robustness at the scale we needed (not just for plenary sessions, but also for our demo breakouts) also removed some from the running.

**Finalized technical platform approach**

At the end, we decided to use:

- [Zoom webinar](https://zoom.us) for live presentations
- [Discord](https://discord.com) for synchronous and asynchronous interactions
- [An interactive, dynamic web gallery](https://example.com) to portray the content, and support the asynchronous aspect of the online program
- [A static, highly accessible web listing](https://example.com) of all aspects of the conference experience (duplicating the web gallery in a more accessible way) to support those for whom an interactive website posed difficulties.

A full detailed description of the technical platforms and how they worked together can be found in the [VEO Chairs’ technical report to SIGCHI](https://example.com) (9 pages) primarily authored by David Lindlbauer, the lead VEO Chair.
Designing the virtual event program

As the VEO team developed the technical experience, we worked to redesign the virtual event program to adapt to the constraints that virtual organization provides. We made the following decisions:

**Time zone that is fair for most attendees**

Since we were no longer tied to a particular timezone we wanted to be more inclusive in our timezone selection keeping in mind our global audience. In addition, analysis of previous attendance data showed that one-third of the UIST participants are from Asia - Japan, Korea and China. Keeping this in mind, we selected a timezone that would be fair for most of the attendees without putting any single group at a significant disadvantage. Under those considerations and in consultation with our conference partners, CSCW - we chose to go with a start of 7 AM Central time, publishing the chosen timing geographically in our original venue for the in-person conference, Minneapolis (albeit an earlier local start time than would be typical).

**Shortened Days**

Considering the concerns of fatigue for online interactions during longer durations, we decided to curtail the length of each day, which also helped in finding a time slot that would be reasonable for most if not all participants. However, given a commitment to not changing our overall program size, and also because we had a one-day overlap with CSCW, we were constrained on the minimal duration for each day. Eventually we decided to go with a max of 5.5 hours per day.

**A significant asynchronous program, balanced with registration value**

To make possible the need for a shortened program and respecting the difficulties of attendees’ widely varying time zones, we planned for considerable content to be available asynchronously so that it could be consumed outside the synchronous program window. This also necessitated careful attention to the true and perceived value of registering for the conference, since theoretically most asynchronous material would eventually be released to non-registrants. We perceived high value to registrants in interactive components and immediate access to asynchronous content, and ensured that these values were maximized. Meanwhile, we also minimized barriers to registration, with low registration costs (especially for students), scholarships for under-represented groups, and a lot of guidance.

**Papers session structure: parallelism, pre-recorded, short discussions, Discord chat**

Given the constraint of 5.5 hours per day, we then had to address the challenge of how to fit all content within that time, and also ensure the content was in a form that was consumable without being exhausting for the participants. We addressed this through numerous adjustments to the paper sessions. We added a third parallel session for the paper presentations, required long presentations (15 minutes) to be pre-recorded and available via the website, and added short pre-recorded presentations (5 minutes) to be shown at the start of live synchronous
sessions (pre-recording avoided technical glitches that might happen during a live session) together with live Q&A.

A second critical change in the paper sessions was to give every paper its own Discord chat channel, clearly linked both from the Web Gallery (containing content to be consumed asynchronously) and the program. We disabled the Zoom chat and directed conversation and questions through Discord; it could start well before the paper session and conversation with an author could be carried on at any point throughout the conference and not just in the brief minutes following a presentation. This feature, as it turns out, was greatly appreciated and was highlighted as one that should be continued even in physical meetings.

**Split the interactive session into two time slots**

Because of the shorter duration, we didn’t have a continuous block of 3-4 hours available for the interactive sessions (demos, posters, doctoral symposium, student innovation contest) on a single day, and we also did not know in advance the ratio of attendees to demonstrators, which we knew would be a major factor in success of the event. Finally, we recognized that our 5.5 synchronous timeslot was a challenge for many attendees, but more so at one end or the other depending on where people were logging in from. **Together, these factors lead a number of changes.** First, we split the session over two days. We deliberately put these two sessions at two different time slots on different days, to provide some flexibility for the attendees who could pick the sessions that were most suitable for them timewise. While all demos and posters had live presenters both days, we chose to highlight Doctoral Symposium posters on the first day, and Student Innovation Contest on the second day. The format was live presentations where presenters could either show a live demo or a video and then engage with the attendees in real time through video or text conversations. Finally, we paid extremely close attention to visibility and audience dynamics in choice and setup of our platform: being able to see how “crowded” a demo room was and quickly navigate among them, either following or avoiding crowds, was one of the many requirements placed on our demo platform (Discord happens to make this very transparent).

**Doctoral Symposium split into two days and shorter hours**

The Doctoral Symposium which is a key part of our pre-conference activities was also split over two days, 4 hours each day.

**Replacing the Banquet with online social interactions**

Because of the virtual format, the Banquet event had to be replaced with other opportunities for synchronous and asynchronous social interactions virtually.

**Overhauling the budget**

While a virtual conference does not incur the same kind of expenses as an in-person conference, many of the same costs are incurred with the proceedings, web design, registration system, accessibility needs, and so on. Unlike prior years, it was extremely difficult to estimate potential attendance while developing the budget, particularly for different groups of registration rates (e.g., students), given that UIST had never supported virtual attendance before. Thus, our
treasurer was required to develop a new budget and resubmit a new TMRF that better aligned with these expenses. We intentionally made conservative (i.e., low) registration estimates, and set the registration fees and sponsorship targets so that the conference would at least break even based on these estimates.

Projected Expenses

Our treasurer initially asked each area chair (i.e., those in existing chair positions and those in the new chair positions) to estimate any expenses that they anticipated incurring as part of their role (or any they already had incurred). New expenses included items such as the software development of the web gallery (so attendees could see all the program content in one location), accessibility testing of the software used during the conference, and upgrades to the Discord server (for enhanced communication during the conference). Categorically speaking, the expenses for the virtual conference were projected to include (items in italics were new for the virtual conference):

- Registration Setup and Publicity Costs (i.e., conference webpage)
  - $50 USD; 0.1% of budget
- Papers Program Content Costs (i.e., Proceedings publishing, accessibility testing of software, Discord server upgrade, best paper award production and distribution)
  - $15,600 USD; 18% of budget
- Additional Program Content Costs (i.e., demo, poster, and SIC award production and distribution, development costs for virtual gallery, testing Mozilla Hubs server as a potential platform, Discord server boost)
  - $9,350 USD; 11% of budget
- Other Conference Organization Costs (i.e., keynote speaker honorariums, gifts for joint panel and 3rd parties, music for the open/closing video, ACM revenue fee, miscellaneous costs)
  - $10,980 USD; 13% of budget
- Outstanding Costs from Physical Conference (i.e., General Chair travel to scout locations for the physical conference, IMS conference management fee, ACM Overhead fee for physical conference cancellation)
  - $39,960 USD; 46% of budget
- Subtotal of all expenses: $76,300 USD
- 15% ACM Contingency Fee\(^1\): $11,400 USD

\(^1\) A 15% contingency fee was required by ACM as part of the budget to cover extraneous circumstances that may have arisen.
• **Total Expenses: $87,300 USD**

Note that the subtotal of the new virtual-only expenses that were projected to be incurred because the conference was virtual was $7,900 USD.

Once our treasurer had tabulated these expected expenses, she worked to develop a number of attendance and sponsorship projections to allow us to better determine which registration categories and fees should be charged for virtual conference attendance and ensure that **student registration rates would be minimal to try and bolster student attendance at the conference**. The projections were based on historical UIST attendance data and the registration rates and categories that other ACM conferences, which had also switched to being held virtually, had been charging attendees thus far. The projections did not include attendance data from other ACM conferences that had occurred from Jan - June of 2020 because this data was not available.

**Projected Revenue**

The projected revenue is a sum of registration, sponsorship and other grants that we anticipated to earn from the conference. It needed to be estimated such that it would cover at least the projected expenses in the budget we submitted ahead of the conference and ideally would generate some surplus. It was important to carefully estimate the projected revenue as this was a commitment of earnings from the conference that we made to ACM in our budget and needed to generate in the actual revenue. Because of the virtual nature of the conference format and uncertainty around participation, we had to rethink some of the traditional assumptions made while budgeting for in-person conferences.

**Deciding on registration rates**

Using the projected estimates, we decided that **the conference would offer both early registration and regular registration rates** for students ($45, $67.50 USD), ACM members ($100, $150 USD), non-ACM members ($150, $225 USD), and students ($25) and non-students ($50) from developing countries, in addition to a 17% discount for anyone who registered for both UIST and CSCW (i.e. the amount equivalent to the amount of content overlap between the two conferences). There was an exception to this 17% discount for those who were from a developing country because CSCW did not have a sister program to this. At the request of the ACM, we also created and budgeted an additional compassion waiver registration category, which would offer free registration to those facing financial hardship.

Our strategy in setting these rates (with ACM’s approval) was to set a reasonable rate and estimate revenue based on projected attendance, and to plan to cover additional conference costs through sponsorship. Thus, we estimated that for our projected conservative attendance numbers and the registration rates above, **we would need to generate at least $44,650 USD in registration revenue.**
Deciding on sponsorship needs

Based on the attendance projections (approximately 495 paid registrations spread somewhat evenly between students and non-students), we estimated that we would need to raise approximately $50,000 USD via sponsorships to ensure that the conference at least broke even (e.g., 50% of revenue would need to come from sponsorships).

Additional support from the ACM SIGCHI Development Fund

To offset some of the costs associated with the virtual conference (e.g., software development for virtual gallery, accessibility testing of software used for the virtual conference), an application was submitted to the ACM SIGCHI Development Fund in the amount of $5000 USD, i.e., approximately 5% of the conference revenue (note that this application also included a request to fund a number of free student registration for students from developing countries). The awarding of this grant enabled us to begin performing some of these tasks in advance of opening conference registration to ensure that we would be offering an excellent attendee experience.

Projected Budget

Therefore, as our projected revenue was $99,650 USD and our projected expenses were $87,300 USD, the revised TMRF and budget that were submitted to the ACM, and were approved, contained a projected surplus of $12,350 USD. As the revised budget needed to be submitted to the ACM before many of the program content decisions were made and before the virtual software platforms were selected, this surplus would allow the conference to absorb a number of unexpected expenses that may arise or handle potentially low attendee turnout.

Post-Conference Budget and Outcome

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<th>Projected</th>
<th>Actual</th>
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<tbody>
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<td>Registration Revenue</td>
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<tr>
<td>Expenses</td>
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<td>$76,100</td>
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<tr>
<td><strong>Revenue - Expenses</strong></td>
<td><strong>$12,350</strong></td>
<td><strong>$23,100</strong></td>
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</table>
Note that the conference’s projected surplus was $12,350 USD. The actual surplus was $23,100 USD (of which $11,400 USD comes from the mandatory 15% contingency fee that ACM required in the budget but we never had to use).

**Planning Social events and Networking Opportunities**

A big challenge in virtual conferences is providing opportunities for participants to mingle freely, socialize and network. This was particularly important as we had many new participants who didn’t have the benefit of knowing the UIST community from before and may feel overwhelmed in a virtual conference. We took the following steps to make sure participants had the opportunity to connect with their peers and had time and space where they could have more 1:1 conversations. We had the following opportunities for attendees to connect:

*Virtual Welcome Receptions at three different times, for different time zones*

As an alternative for the Welcome reception that happens the night before the official conference, we decided to hold three separate Virtual Welcome receptions in Discord, sprinkled throughout the day with a subset of organizing committee members showing up in each. The welcome reception had an additional benefit - participants could also get used to the Discord setup which would make it easier for them to jump right into the interactions when the actual conference started.
The three time zones were:

- Welcome Reception 1 (Europe): 19:00 CEST
- Welcome Reception 2 (Americas) 18:00 CST
- Welcome Reception 3 (Asia) 12:00 JST/KST

We had notable attendance across the three events (ranging from about 20-50 at each) with animated discussion. While we anticipated that attendance would be geographically skewed, we found that many chose an unexpected time out of convenience for their own schedules.

**Other Social Opportunities Throughout the Conference**

The primary social platform was Discord, which we chose and set up in advance to facilitate social interactions.

**Why we chose Discord:** In addition to its relative stability and accessibility, a feature of Discord that was very important for our purposes is the ability to see who’s “on” (video channels) and to link synchronous and asynchronous communications - a conversation could continue in the background all through the conference, blipping into video presence when attendees wished to.

**How we promoted social interactions:** We focused our efforts in a number of ways, not just in configuring Discord but also in promoting various social practices.

**Setup:**

- **Choice of channels, including social channels:** We considered a balance, wanting to give people ways to find one another but not have so many that energy was dissipated.
  - Topical: Most topics which would typically have a meeting of some kind during the physical conference had a Discord channel.
  - Drop-in rooms for impromptu, no-particular topic encounters
  - Private channels - Discord makes it easy to step aside for private conversations
  - Fun channels - most popular was the Pets channel where people posted photos of their (usually) 4-footed home companions. We’re not sure who created it, and that was part of the point.
- **Discord channel configuration:** Linkage of synchronous and asynchronous conversations on a topic by giving almost every “channel” both a text and video counterpart, arranged visually so they were close together.

**Practices:** Convincing people to use our Discord server differently and more socially from others through many small acts. This required significant organizing and effort.

Our sense from a variety of feedback sources is that these efforts helped UIST 2020 build and maintain community through this conference to a far greater degree than other conferences that have been held since and have used Discord but did not follow these other practices.

- **General approach and goal:** Embody a kind of informal, inclusive, and respectful way of acting. This is suggested in the Code of Conduct, but was truly established by us
practicing it on the server through community organizing and effort.

- **Explicitly engaging the full team in setting an example:** All members of the orgcomm, our SVs and our presentation moderators (a group well over a 100 members) were coached and tasked with chatting in social voice channels, and demonstrating ways of engaging. They showed up at the welcome reception, spread out during the conference, and reached out and were social and proactive in their communications. They populated social channels and made things fun.

- **Getting general users up the learning curve early:** This took several forms. (1) The welcome receptions were held on Discord. (2) Presenters of all categories were invited in early to familiarize and explore, paired with SV coaches particularly for any tricky technical needs. (3) The example-setting / Discord-seeding practices above had a particular impact early in the meeting and used the welcome receptions as another opportunity to get attendees in before the main conference started.

- **Directing audience through other mediums:** The Gallery, Medium blog posts, social media posts as well as Discord announcements always pointed people towards Discord, and helped them find key locations within the Discord space that they were trying to find.

*Followup:*

- **Discord remained open after the conference:** We intentionally left it on and monitored; having built up the community, we wanted to maintain it. It is now being set up for the next UIST (2021).

**Planning the Collocation with CSCW**

It was decided back in 2018 when we were planning for the physical conference that UIST 2020 and CSCW 2020 would be collocated - a week of conferencing with CSCW followed by UIST, and one overlap day. We welcomed this as an opportunity to bring together two communities to catalyze synergy, one conference more focused on technological innovations, the other on societal implications and impact of technology. Much of the initial planning of the two conferences involved design of the overlap day - not only in terms of sharing technical content, but also in terms of highlighting and building social and research connections. We also wanted to demonstrate our joint organization in terms of discounts in registration, providing a joint registration site and so on.

However, with the switch to virtual, we had to go back to the drawing board and replan what we would be able to accomplish where both conferences had to completely redesign their entire conferences. In terms of the joint program, we also had to reconsider what we could realistically present in an abridged day with the constraints of accommodating our respective technical programs.
Registration for both conferences

For those who wanted to register for both conferences, we decided to provide a discount. However, after initially considering the idea of having a joint registration site, we moved away from it because of the complexities of budget and revenue management across the two conferences. Rather, the registration chairs and the treasurers of both conferences figured out a way of providing discount code once a person registered for one conference through its registration site, that could be used to get a 17% discount (~1 day’s registration cost) for the other conference.

Content for the overlap day: highlight panel, shared keynotes, access to paper sessions

For joint presentation of content on the overlap day, we decided that our originally planned ‘A Celebration of Collaborative and Social Computing Through the Decades’ panel would be an excellent way to kick off the overlap day, celebrating advances in the field, and reflect on the burdens and opportunities that it faces ahead. Given the already packed programs for both conferences, we decided that this would be the only joint technical program element to be

![Figure 5: UIST-CSCW Panelists, digital illustration by @TBToons.](image-url)
presented on overlap day. This joint panel brought together leading researchers at the intersection of the conferences—systems researchers in collaborative and social computing—to engage in a discussion and retrospective. Pairs of panelists represented five decades since the founding of the conferences, sharing a brief retrospective that surveys the most influential papers of that decade, the zeitgeist of the problems that were popular that decade and why, and what each decade’s work has to say to the decades that came before and after.

The panel followed the UIST opening session so that we could potentially get the highest number of attendees from both conferences. Well organized and moderated by our astute UIST/CSCW panel chair - the panel was seen to be a highlight for the overlap day for many of our attendees.

For joint social events, the social chairs of the two conferences worked together to develop engaging activities including participant trivia and a social bingo that allowed participants to connect in a virtual setting in a fun and lighthearted fashion.

Publicity and Communication
With so many changes to the conference setting, and more broadly, to get the community excited about the virtual conference, the role of the publicity chairs evolved significantly as the central coordinators of how to communicate information to the community. The publicity chairs came up with a number of innovative ideas:

**Highlighting notable papers from past conferences**
The chairs highlighted notable papers from past UIST on social media starting few months prior to the conference to generate excitement among potential attendees

**New Medium site with posts on conference operation and conference papers**
A few days before the conference a new Medium site was unveiled where chairs posted blogs about how the conference would operate, information on how to interact with the various platforms. Authors were also invited to write blog posts on papers they would be presenting during the conference to draw more attention to their work, particularly crucial for a virtual conference.

**Blog post with daily highlights for each conference day**
During the conference, a blog post was shared at the end of each day highlighting what happened during the day and what to expect the following day.

**Summary email from Chairs at the end of each conference day**
In addition to the publicity posts, the General Chairs also planned to send out a summary email to all attendees at the end of each conference day, (re)sharing links to the different platforms, reiterating access information, sharing highlights of the day and providing a sneak peak into the next day. This additional communication was planned to alleviate difficulties in keeping track of all the links and information which were often scattered in multiple places.
The Conference!

Overall the conference went mostly according to plan. We did not try to replicate the physical conference in its entirety and participants seemed to adapt well to the changes. The technology and infrastructure worked well, attendees were engaged and a sense of curiosity allowed for openness in trying new experiences. Authors were able to share their content in multiple forms both synchronously and asynchronously, participants were able to access the content in a variety of ways and people were able to connect and socialize within the constraints of a virtual space.

We highlight some takeaways that we hope will benefit other conference organizers:

Takeaways: Unanticipated Challenges, Key Successes

Biggest successes
Some of these give insight into aspects we should preserve in a future physical or hybrid program.

A vibrant program
In the end, we have strong evidence (many comments, a closing survey, our own observations) that the result of this planning was overall not only smooth, but interesting, fun, and full of opportunities to engage. Many participants acknowledged surprise, and favorably compared the interactivity to other recent virtual conferences.

The Discord interactive backbone was often cited as the most important element: it

- allowed people to encounter and find one another, including ad hoc video chats both in groups or 1:1;
- enabled many positive aspects of our interactive program (posters and demos);
- supported the asynchronous program, eg. discussion about a content element (a paper or demo) with author or other attendees outside of the brief window of its live presentation.

A number of attendees liked the Discord connectivity so much that they wanted to have it at regular conferences.

Strong attendance with many ‘newbies’
Our overall attendance tally was 710, up by 39.2% over the previous year (at New Orleans, USA, with 510 attendees). The main gains were in student attendees, who came from regions traditionally not represented by UIST.

We had 425 students in total which is nearly three-fifths of all attendees (59.85%), including 248 non ACM student members (also nearly 60% of all student-resigers), who benefited from reduced student rate without mandatory ACM membership. Among this student-body, 15 were
granted Developing Country Scholarship for free registration, 17 registered at Developing Country Discount rate.

Overall, we had participants from 30 countries in ALL 6 continents and 371 are from non-US participants (52% of total attendees) including 6 new countries that have presented no UIST attendance since 2012 (Peru, Morocco, Bangladesh, Italy, Palestine, and US minor islands).

Publicity innovations
We were gifted with dedicated and creative Publicity chairs who rose to our unique challenges. The content they created and shared out at a regular cadence was well appreciated and helped the conference provide the needed awareness that happens organically at a physical conference.

Most Mis-gauged

Underestimating the effort behind the gallery development
While it was clear that all aspects of the technical platform were going to be very effortful (and hence our recruitment of a whole new part of the organizing committee to handle it) the specific
task of the online interactive gallery was more of a job than we anticipated at time of specification. While very pleased with the result, we had to hire a developer at the end to assist with the volunteer aspect, supported through the SIGCHI development fund. In hindsight we should have been watching for opportunities to hire help and jumped in with it sooner, to lessen the load on our volunteers and reduce stress of schedule delays all around.

However, recognizing not only the monumental effort that went behind the development of the web gallery but also seeing its success and the potential it holds for other conferences in the future, SIGCHI decided to make the [UIST 2020 Web Gallery available as open-source to all (SIGCHI) conferences](https://sigchi.org/conferences/2020). Lower than expected participation from underrepresented populations despite discounted registrations.

We went to some effort to dedicate resources to bringing in underrepresented groups, seeing it as an opportunity given that expensive travel was not needed this year. Given the number of university graduate school applications coming to Western universities from aspiring young researchers in developing countries each year, we expected there would be interest. However, we had very little uptake. Out of the 60 available scholarships for the Global South, only 15 people received them. Only 17 participants from the Developing countries took advantage of the discounted registration. This exposed the realization that we have poor communication lines to such groups and did not know how to effectively promote the opportunity. This is a role that future Diversity chairs can take up - for example, reach out to various communities well in advance.

**Welcoming newcomers**

Conversely, we did bring in large numbers of UIST Newbies, mostly students. One outcome of this success was a realization that UIST could do a lot better at welcoming newcomers; this need was exacerbated in the online format and definitely needs attention in future. A number of ideas were raised at the conference’s close (below).

**Lower than expected response to the redesigned Student Innovation Contest**

Recognizing the difficulty in getting teams to work together to develop hardware, the Student Innovation Contest was redesigned to drop the development requirement, and emphasized wizard-of-oz testing of any concept around remote collaboration. While we had hoped that the relaxation of the constraints would encourage more participants from around the world to participate, we only received 5 submissions. The submissions were high quality, concept-wise strong and addressed different perspectives of the impact of COVID-19, including remote storytelling, elderly interactions and full body representations in VR. While the projects were well received at the conference, it was not clear that the overall value of this venue was retained in the virtual format.
Adapting non-program elements: Diversity and Inclusion, Sustainability

The virtual conference presented us with new needs specific to the virtual organization, new opportunities for flexibility and inclusion that is difficult to achieve in an in-person conference and adaptations to existing practices that needed special attention in the virtual setup.

**Code of Conduct**

While UIST has historically maintained a Code of Conduct for the in-person attendees, the virtual conference with all online interactions required special attention to ensure everyone feels welcome and no one is harassed or shamed. Please see the code of conduct document developed by our Social chair and Diversity chairs for details.

In addition, we set up a ‘Conference Moderators’ channel in Discord for people with moderator roles, added moderator bots such as Dyno to flag behavior, and gave people a way to reach out to any moderator if they felt harassed or even discomfort during the conference.

**Make conference accessible for those who usually do not attend UIST**

The virtual conference presented an unexpected opportunity to make the conference accessible to attendees around the world, especially those who are not able to attend due to travel or cost constraints. We focused in particular on potential attendees from developing countries. A SIGCHI grant allowed us to offer 60 free registrations to participants from the Global South and developing countries. In addition we offered reduced registrations from students, faculty and practitioners from developing countries. This resulted in 32 new registrants in free and reduced registration category, and 6 new countries being represented, though there is opportunity to do far better with better communication to these communities.

**Inclusive time zone that works for most participants**

Unsurprisingly, the time zone we selected got a few complaints, but generally the audience seemed understanding of the challenges we faced. The daily counts of participants online in Discord during synchronous sessions were often significantly lower than our registration numbers. We expect that time zone was partially responsible for individuals not fully participating -- but also recognize the difficulty of engagement when one is not detached from one’s home environment and commitments, seen by most conferences operating in the virtual sphere this year. Many participants who had an early day, ended up going back to work, teaching or attending classes, participating in meetings and so on, which resulted in longer than usual workdays. We recommend that attendees treat virtual conferences as regular conferences, blocking off those days from work, as they would do for an in-person conference.

**Diversity channel on Discord**

A Discord channel devoted to Diversity was created with the goal of crafting an inclusive mission and goals for Diversity related topics that are pertinent to UIST attendees. The channel encouraged attendees to share suggestions on which topics should Diversity invest in next year, and on the long run. The channel was slightly moderated and functioned asynchronously.
Newcomer welcome channel on Discord

As a perfect example of serendipitous interactions encouraged through the attendee discussions on Discord, a ‘Newcomer Welcome’ channel was created by the moderators on Discord during the conference. Some of the experienced attendees realized that it must be quite overwhelming for someone who has never attended UIST before to start integrating and networking in this virtual space. A channel was created immediately and the seasoned attendees volunteered to be present in the channel covering most of the conference hours during the last day of the conference. This was entirely a community effort which was very much appreciated by the organizing committee.

Empowering our volunteers: Orgcomm Members and Student Volunteers

The value proposition for volunteering for a virtual conference is different. Visibility is lower; and one doesn’t get nearly as much chance to interact with their fellow attendees. For SVs, the possible financial offset of registration and a hotel room (typical) is greatly diminished with minimal reg cost and no travel. At the same time, the conference is still a lot of work to put on; particularly in this transition year, it was a huge effort for many people who didn’t sign up for this particular job.

We felt it important to find ways to make it more worth our volunteers’ efforts.

Figure 7: UIST 2020 Student Volunteers
**Student Volunteers: Networking**

With the sense that networking (with one another and with experienced authors) is an important incentive, we tried to work opportunities in.

- **Economics supported different slicing:** Since the cost to the conference per SV is now much lower (just a student registration) we chose to take many more, and assign each individual fewer hours. This was also important given the shortened conference duration; to allow them to still engage with the meeting itself. Finally, we also deployed many SV hours in advance, assisting in platform and content development more than usual. Overall, these factors also allowed us to recruit SVs from a wide range of timezones, allowing us to have a more diverse population from all around the world.

- **SV chairs invented new roles:** To match the new roles needed for the virtual conference and those no longer needed for physical ones, we asked the orgcomm for potential SV roles they would envision needing a few weeks before we closed the lottery, to also inform the total hours of SV labor needed. These included tasks like tech checking posters/demos presenters on Discord, running the virtual registration desk, and streaming the videos on Zoom (though this is not recommended as an SV task for later years). We created a special “VEO SV” role for SVs who were very familiar with Discord and our tech troubleshooting experts, who did many crucial hours before the conference. and could fully enjoy the conference during.

- **SV training:** We held an online training for SVs on October 11, 2020, on Zoom. We went through the types of tasks, Chisv.org bidding portal walkthrough, Discord training, and Code of Conduct discussion. You can find the slides [here](#).

- **Networking opportunities:** To facilitate the networking that would have happened in person but is more difficult virtually, we organized 3 “Rockstar” Q&A panels after the conference where SVs had an hour to ask questions to senior HCI researchers. We gathered names of researchers they’d be interested in in the lottery sign up as well as booked a session with the conference general chairs. It was important to us to have panelists from diverse backgrounds as well. At the end we hosted Don Norman, Jenn Mankoff, Pattie Maes, Bjoern Hartmann, Chris Harrsion, and conference charis Karon MacLean and Shamsi Iqbal, in 3 different sessions. They were all happy to join the panels to support our SVs and answer their questions about career-related topics, etc.

![Figure 8: Student Volunteer Networking Events on Zoom](image-url)
Additionally, we tried to configure SV roles so they had more contact with authors and people on the orgcomm -- for instance, VEO SVs worked very closely with VEO chair, publicity SVs (who wrote up blog posts of each conference day) worked very closely with publicity chairs, and those who helped tech check directly interacted with authors.

Other important things of note: Our home base was a different Discord server where we posted daily #announcements and quickly responded to #q&a. Around 3 SVs who signed up never showed up or did any tasks, probably due to the virtual nature of the conference, so it’s good to over estimate.

Orgcomm: worked on visibility at and in advance of the virtual meeting

Other than our own endless thanks, we felt that restoring lost visibility was the best thing we could do to increase our orgcomm members’ sense of value in their very hard work. This took explicit effort, since there was limited ‘screen time’ for anyone in their organizational roles, as we tried to keep that screen time focused on content and interactions.

- Opening video: We sourced content for and crafted a fun video featuring all our orgcomm members, played it at the conference opening and immediately listed it on the conference website, and shared on social media.

- Mentions at every opportunity

![Figure 9: Meet the Organizers video](image)
Role highlighted in the Discord ID: To replicate the vibe of having a ribbon indicating role in a physical nametag, org comm members added their role in their Discord ID. This provided awareness among conference attendees who the behind the scene organizers were.

Figure 10: UIST 2020 Organizing Committee
In Conclusion, some Key Recommendations

We close this report by summarizing several key pieces of advice for future virtual conference organizers, particularly for mid-sized conferences with important interactive components (elements which distinguish UIST).

Team construction:

1. Define a dedicated team for setting up the technical infrastructure.
2. Create an organizational structure and communication system that puts the tech infrastructure team in tight contact with other team members responsible for various program elements.
3. Define a dedicated team for planning out the social activities that are appropriate for a virtual setting.
4. To an extent possible, define jobs in advance.

During conference development:

5. At all times keep in mind the value proposition for volunteers, sponsors and attendees.
6. Critically review what parts of a physical conference to keep in any form. Some parts may simply not work and are best deferred to when we can meet in-person again; but some parts, even if demanding to offer, may be central to what is valuable / the point of having the conference at all.
7. Curate a combination of asynchronous and synchronous content to provide attendees with a choice in how they want to consume content.
8. Revisit what accessibility, sustainability and diversity and inclusion means in a virtual format. Some of the above may be more challenging to accomplish because of the technical challenges associated with virtual organization, but there is also the opportunity to innovate and set trends and best practices for other conferences.

As the conference plays out:

9. Have strong publicity plans to communicate how the conference works, and reiterate the information.
10. Volunteering for a virtual conference can be less motivating as the behind-the-scenes hard work may be far less visible than usual. Acknowledge your team’s hard work at every opportunity. Find creative ways of making their hard work visible.
11. Keep it fun, and keep on smiling!
# The Dream Team, a.k.a UIST 2020 Organizing Committee!

<table>
<thead>
<tr>
<th>Role</th>
<th>Names</th>
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<tbody>
<tr>
<td><strong>General Chairs</strong></td>
<td>Shamsi Iqbal, Microsoft Research</td>
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<tr>
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<td>Karon MacLean, University of British Columbia</td>
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<td><strong>Program Chairs</strong></td>
<td>Fanny Chevalier, University of Toronto</td>
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<td>Stefanie Mueller, MIT</td>
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<td><strong>Demo Chairs</strong></td>
<td>Gierad Laput, Apple</td>
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<td></td>
<td>Alexandra Ion, ETH Zurich (now at CMU)</td>
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<tr>
<td><strong>Posters Chairs</strong></td>
<td>Adam Fourney, Microsoft Research</td>
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<td></td>
<td>Amy Zhang, University of Washington</td>
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<td><strong>Doctoral Symposium Chairs</strong></td>
<td>Wendy Ju, Cornell Tech</td>
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<td></td>
<td>Jurgen Steimle, Saarland University</td>
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<td><strong>Vision Chair</strong></td>
<td>Ken Perlin, NYU</td>
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<td><strong>Student Innovation Chairs</strong></td>
<td>Pascal Fortin, McGill University</td>
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<tr>
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<td>Koji Yatani, University of Tokyo</td>
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<td><strong>Awards Chairs</strong></td>
<td>Wendy Mackay, INRIA</td>
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<td></td>
<td>Michael Haller, FH Upper Austria</td>
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<tr>
<td><strong>Treasurer</strong></td>
<td>Michelle Annett, Mish Mash Makers</td>
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<tr>
<td><strong>Web and Design Chairs</strong></td>
<td>Oliver Schneider, University of Waterloo</td>
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<tr>
<td></td>
<td>Jasper Tran O’Leary, University of Washington</td>
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<tr>
<td><strong>Publicity Chairs</strong></td>
<td>Ailie Fraser, UCSD (now Adobe)</td>
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<tr>
<td></td>
<td>Elena Glassman, Harvard University</td>
</tr>
<tr>
<td><strong>Sponsorship Chairs</strong></td>
<td>Lydia Chilton, Columbia University</td>
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<tr>
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<td>Daniel Wigdor, University of Toronto</td>
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<tr>
<td><strong>Proceedings Chairs</strong></td>
<td>Xiang Anthony Chen, UCLA</td>
</tr>
<tr>
<td></td>
<td>Eunice Jun, University of Washington</td>
</tr>
<tr>
<td><strong>Video Previews Chair</strong></td>
<td>Frederik Brudy, Autodesk Research</td>
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<tr>
<td><strong>Video Chair</strong></td>
<td>Karan Ahuja, CMU</td>
</tr>
<tr>
<td><strong>Virtual Experience and Operations Social Chair</strong></td>
<td>Nadya Peek, University of Washington</td>
</tr>
<tr>
<td><strong>Virtual Experience and Operations Arrangements Chairs</strong></td>
<td>David Lindlbauer, ETH Zurich (now at CMU)</td>
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<tr>
<td></td>
<td>Thomas Langerak, ETH Zurich</td>
</tr>
<tr>
<td><strong>Documentation Chair</strong></td>
<td>Harman Kaur, University of Michigan</td>
</tr>
</tbody>
</table>
| **Student Volunteers Chairs** | M Doga Dogan, MIT  
|                             | Jingyi Li, Stanford |
| **Registration Chairs**     | Jeeun Kim, Texas A&M University  
|                             | Sai Swaminathan, CMU |
| **Accessibility Chairs**    | Megan Hofmann, CMU  
|                             | Ruolin Wang, UCLA |
| **Diversity Chairs**        | Shiri Azenkot, Cornell Tech  
|                             | Nur Al Hamdan, RWTH Aachen |
| **Lasting Impact Chair**    | Andy Wilson, Microsoft Research |
| **Sustainability Chairs**   | Kristin Williams, CMU  
|                             | Chris Clarke, Lancaster University |
| **Program Committee Meeting Chairs** | Daniel Wigdor, University of Toronto  
|                             | Jeff Huang, Brown University |
| **Local Arrangement Chairs (for the in-person conference originally planned for Minnesota)** | Evan Suma Rosenberg, University of Minnesota  
|                             | Daniel Keefe, University of Minnesota  
|                             | Jerald Thomas, University of Minnesota  
|                             | Sahar Aseeri, University of Minnesota |

**Links to additional documentation**

- [UIST 2020 Medium Blog Post: The Plan for Virtual UIST 2020](#)
- [UIST 2020 live automatic captioning with otter.ai report](#)
- [UIST 2020 Community Guide for Discord](#) *(the platform used for social interaction)*
- [UIST 2020 Community Guide for Zoom](#) *(the platform used for the presentations)*
- [UIST 2020 Code of Conduct](#)
- [UIST 2020 Zoom Webinar How-to for SVs and session chairs](#)
- [UIST 2020 Discord tech check HowTo for SVs](#)
- [UIST 2020 SV Training Slides](#)
- [UIST 2020 Technical Documentation of the implementation of the UIST 2020 virtual experience](#)
- [UIST 2020 Medium Blog Post on the Web Gallery](#)
- [UIST 2020 Medium Blog Post on How to Discord](#)
- [UIST 2020 Medium Blog Post: What's Coming up? UIST Day 1](#)
- [UIST 2020 Medium Blog Post: UIST Day 1: What happened… and what’s up next!](#)
- [UIST 2020 Medium Blog Post: What happened on UIST Day 2 and what’s up next!](#)
- [UIST 2020 Medium Blog Post: UIST Day 3 was a great final day. Thank you all!](#)
- [UIST 2020 Video featuring all organizing committee members](#)
- [CSCW 2020 General statement about going virtual](#)
- [CSCW 2020 Post about the schedule and time zones](#)
- [CSCW 2020 Post about choosing the conference platform](#)