

## Print view of 'Spring 2020 Virtual ISS Graduation Celebration'

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Dear ISS Graduates,

The big day is almost here and we in ISS really look forward to this year's celebration! We are working hard to make this event fun and memorable for everyone. We've also thought about ways to simplify the technology behind the event so that all of your family, friends, and loved ones may share this occasion with you.

Please mark your calendars, the event will take place live on **Sunday, June 14, 10 AM - 12:30 PM Pacific**. Please also reserve 30 minutes prior to the event to assemble and get organized.

We recognize that many of you have already responded to a previous RSVP, but in light of these changes, we have added a few more questions. If you would kindly **respond by Friday, May 22**, it would help greatly in our planning. There are not many questions.

Be aware your answers will not be received until the "submit responses" button is clicked on the final page. Thank you so much for your participation in making this event shine!

Sincerely,  
The ISS Team

Our goal is to create a ceremony that matches that gravitas of an in-person event and makes full use of the advantages only possible online. At the same time, we are mindful of privacy. In this section, we will explain the ceremony format followed by some questions about how you would like to participate.

The ceremony will make use of both a Zoom web conference and a YouTube live stream. The Zoom conference will become our event stage, from which we'll play music, display slides, and address the audience. The YouTube live stream will then deliver this ceremony to guests. **Graduates are invited to join the Zoom conference while we ask that guests tune into the YouTube stream.** Any images, voice, or video in the Zoom event will be included in the YouTube stream.

Just as an in-person event would be limited to ISS grads and their invited guests, we will provide a link to the YouTube live stream for you to send to your guests. **There will be an archived recording of the event available for the duration of the retention period (to be determined by the UW Record Management Office).** Both the stream and recording will remain unlisted on YouTube so they will not appear in search results.

Our hope is that this solution not only provides an easy way for your loved ones to attend but also offers an unlimited number of seats so you may invite everyone on your list to celebrate this big day with you!

There are many ways for you to be a part of this celebration, and we have a question for each. But first, we'd like to know, do you plan to attend?

### Question 1.

The ISS departmental graduation celebration will take place on **Sunday, June 14, 10 AM - 12:30 PM Pacific, with a meeting at 9:30 AM Pacific to assemble** the group and get organized.

Will you join us in the [Zoom](#) event from 9:30 AM - 12:30 PM Pacific?

- Yes, I will be present in Zoom
- No, but I may watch on YouTube

### Question 2.

The following few questions relate to the use of your name and likeness during the ceremony. How would you like to proceed?

- I would like to answer each question Logic destinations ➔ Don't skip (default)
- Please do not include my name or likeness in any way during the ceremony ➔ The following questions are...

*No response*

➔ Don't skip (default)

We have a number of ways to recognize graduates during the ceremony. Please consider your participation in each of these segments:

**Question 3.**

We are going to feature portfolios from this year's graduating class in a slideshow prior to the ceremony. May we include a screen capture from your portfolio in these materials?

- Yes  
 No

**Question 4.**

To simulate a ceremony processional, we plan to create a short slide show which will include each graduate's name and photo, which we'll request soon. You do not need to be present in Zoom to be included here.

Would you like to be included in the processional?

- Yes, use my name and photo  
 Yes, use my name only  
 No, thank you

**Question 5.**

We plan to recognize each graduate by name during the ceremony. Also, in previous ISS graduation celebrations, we've invited each graduate to take the stage for a minute or two. This is an opportunity to share what the moment means to you and to recognize those who have supported you along this journey. These speeches are always the highlight of the event and we'd like to keep this tradition going!

This year you may either send us a video to play (submission details and deadline to come) or say a few words on Zoom during the ceremony.

How would you like to participate in this portion of the ceremony?

- Logic destinations*
- I would like my name read, and plan to speak (you must be present in Zoom) ➔ Question 6: So that we say your name co...
- I would like my name read, and plan to submit a video (you do not need to be present in Zoom) ➔ Question 6: So that we say your name co...
- I would like my name read only (no speech) (you do not need to be present in Zoom) ➔ Question 6: So that we say your name co...
- I do not want my name read (no speech) ➔ The following questions are...
- No response* ➔ Don't skip (default)

**Question 6.**

So that we say your name correctly, you may provide us with a phonetic pronunciation here:

**Question 7.**

Is there any other information you would like us to read when you are introduced? This may include ISS graduation distinction, honors, awards, scholarships, graduate school, etc. If so, please list that information here:

The following questions are related to the ceremony program and mailing. Please note that your survey response here does not change your directory status decision on MyUW. We will follow preferences indicated there for all other communications, including [recognition for academic achievement on our ISS webpage](#).

**Question 8.**

As we've done in the past, we will create an event program listing the name and ISS Graduation with Distinction commendation of this year's graduates. The program will be both printed and available digitally as a PDF on our graduation website for you to send to guests.

May we include your name & commendation in this year's program?

- Yes  
 No

**Question 9.**

We plan to mail each graduate a printed copy of the event program in early June. If you would like us to mail you a copy, please indicate to which address it should be sent.

- Send a program to the permanent address in MyUW  
 Send a program to the local address in MyUW  
 Do not send me a program  
 Send a program to the following address:

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**Question 10.**

Do you or any of your guests require accommodation to access the ceremony? If so, what would be most helpful?

- No  
 Yes, is it possible to provide:

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**Question 11.**

Do you have any other questions or comments? Please send them to us using this page.

Don't forget to click "submit responses" to finish and send the survey.

We thank you again and hope to see you on June 14th!

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Questions or comments?  
[Contact us](#) or email [catalysthelp@uw.edu](mailto:catalysthelp@uw.edu)

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