



Session proposal guide

The MozFest 2019 call-for-proposals (CFP) goes live on 1 June 2019!

Check out this community-sourced guide to submit awesome proposals for this year's [MozFest](#). We hope to see you there! With special thanks to our contributors: [@cctalvarez](#), [Gracielle Higinio](#), Juma Baldeh, [@kimxtom](#), & Uffa Modey ([@fafa416](#)). Read more about our co-creation process [here](#).

Get ready

Learn about [MozFest](#) & [Mozilla's](#) work.

- Check out the [Internet Health Report](#).
- Check out [sessions from last year](#).
- Read the Mozfest call-for-proposals (CFP).
- Read each space description.
- Read about [Mozilla's focus on AI](#) & [consumer tech](#).
- Review the [Community Participation Guidelines](#) (CPG).

Make it inclusive

Focus on accessibility & understanding.

- Ask experienced people to help beginners.
- Avoid jargon.
- Avoid tech that excludes people.
- Co-facilitate for extra participant support.
- Invite a note-taker to record key points.
- Invite under-represented groups.
- Invite new voices.
- Pick an engaging, understandable topic.
- Plan for participants of different skill levels.
- Plan for different age groups.
- Share your proposal for public feedback.

Make it participatory

Focus on your participants.

- Ask a lot of what-if questions: *What if wifi fails? What if a 5 year-old joins my session?*
- Don't depend on slides or tech that can fail.
- Include fun, hands-on activities.
- Make time for participants to share.
- Be a facilitator, not a speaker.
- Use small groups to make sharing easier.

Make connections

How does your session connect to:

- The internet health movement?
- AI & automated decision-making?
- A specific space?

Stay connected

Visit the [festival website](#) and [blog](#)! Share feedback, questions, or suggestions by [email](#) or [@mozillafestival](#).

Plan for after your session

Help people keep up with the work & each other.

- Blog about your experience.
- Invite participants to share contact info.
- Publish & share your notes.
- Share links & invitations to contribute.