The 6th Annual Bluenotes GLOBAL 2019 Conference
and Certification Camp Details

CONFERENCE THEME
Continuous Learning in the Journey of Higher Education: Using Analytics to Measure Progress and Inform Decisions

LOCATION
The Palmer House, by Hilton
17 East Monroe Street
Chicago, Illinois, USA 60603

DATES
August 4, 2019: Bluenotes GLOBAL Pre-Conference Workshops
August 4, 2019: Architecting Change Leadership Roundtables
August 5 – 7, 2019**:** Bluenotes GLOBAL 2019 Conference
August 8 – 9, 2019: Blue Administrator Certification (BAC) In-Person Training Camp
August 8 – 10, 2019**:** Blue Expert Certification (BEC) In-Person Training Camp
August 8 – 10, 2019**:** Blue Report Master Certification (BRMC) In-Person Training Camp

TRANSPORTATION
Chicago O'Hare (ORD) International Airport is 17 miles from the hotel. Drive time is around 35-60 minutes and typical taxi fare is around $40 USD. There is also the option of taking the subway (the CTA train, also called the "L") from the airport at $2.25 USD with a travel time of 45 minutes to downtown. When taking public transportation from O'Hare International Airport, take the Blue Line train to Monroe/Dearborn stop. Take Monroe east to the hotel and the Palmer House is on the south side of the street.

Chicago Midway (MDW) Airport is 11 miles from the hotel. Drive time is 30-40 minutes and typical taxi fare is around $40 USD. There is also the option of taking the subway (the CTA train, also called the "L") from the airport at $2.25 USD with a travel time of 25 minutes to downtown. From Midway Airport, take the Orange Line to downtown, exiting at the Adams/Wabash stop. The Palmer House is located on the west side of Wabash Avenue.

ACCOMMODATIONS
A discounted room rate of $179 per night is available the Palmer House Hotel for all Bluenotes GLOBAL 2019 attendees. This rate will be available for the nights of Saturday, August 3 through Monday, August 12, 2019.

To reserve your accommodations, you may call the Palmer Hotel at 1-877-865-5321 referencing "Bluenotes GLOBAL 2019" or the code "EXP". Alternatively, you may reserve your stay directly online via this link.

BLUENOTES GLOBAL 2019 CONFERENCE DETAILS

CONFERENCE REGISTRATION FEE

> **Early Bird**: *(ends May 3, 2019)*
>> Single Attendee Registration: $599 USD
>> Group of 3 Registration [Buy 2 Get 1 Free]: $1,198 USD (instead of $1,797 USD) for 3 people
>
> **Regular**: *(ends July 19, 2019)*
>> Single Attendee Registration: $895 USD
>> Group of 3 Registration [Buy 2 Get 1 Free]: $1,790 USD (instead of $2,685 USD) for 3 people

> **REGISTRATION FEE INCLUDES**: Full conference registration with option for pre-conference workshops or Architecting Change Leadership Roundtables at no additional fee; attendance to the opening reception on the evening of Sunday, August 4, 2019; breakfast, lunch, and refreshments throughout the conference; and attendance to the social activity and dinner on the evening of Tuesday, August 6, 2019.

> **NOTE**: Submitting your conference registration form and completing the registration fee payment are done separately. Once you submit your conference registration, your attendance and selected preferences will be reserved for you. A conference registration confirmation email will be sent to the email address indicated on your registration form with payment details. You may complete your payment at any time prior to August 4, 2019. We strongly recommend registering your attendance as early as possible to ensure your preferred choices are available and your place is saved. Payments may be completed online via credit card here or by contacting BNG2019@explorance.com directly.

CONFERENCE AUDIENCE

> The Bluenotes GLOBAL 2019 Conference will have sessions available for direct end users of Blue and Bluepulse, individuals that provide technical support, as well as mid-level to senior-level university administrators responsible for developing and implementing university policies relating to assessment, institutional effectiveness, and faculty development.

PRE-CONFERENCE WORKSHOPS

> There will be 6 pre-conference workshops on **Sunday, August 4, 2019**. The pre-conference workshops #1-4 are mainly for Blue Administrators who want to gain a deeper understanding of Blue. Workshops #5-6 are reserved for Blue Experts. You may opt-in to the workshops as you complete your conference registration form. The workshops do not require an additional fee, however space is limited so please register early.

> - **Workshop #1** | Beginner-Intermediate Level | 8:00 AM – 9:45 AM, August 4, 2019
>   **Optimizing Blue for End-to-End Course Evaluation Automation:** Learn how you can enhance the automation of your course evaluation process from beginning to end. You will understand how to automate data imports to Blue, how to automatically update projects and reports, how to automatically update report distribution, and how to monitor automated course evaluations in Blue.

- **Workshop #2** | Beginner-Intermediate Level | 10:15 AM – 12:00 PM, August 4, 2019
  Preparing your Data to Take Advantage of Relationship Demographics in Blue: Learn how to work with relationship demographics to provide more flexibility and control over the course evaluation and reporting processes. Utilizing additional data fields will offer you more options for setting triggers, different types of filters, and other conditional rules. As a result, students can select whom or what to evaluate while providing more granular options for reporting.

- **Workshop #3** | Beginner-Intermediate Level | 1:00 PM – 2:45 PM, August 4, 2019
  Tips, Tricks, and Troubleshooting: How to Identify and Prevent Common Issues in Blue: Learn how to verify, check, and test your data to prevent common issues when running projects in Blue. You will learn how to identify other common configuration issues and what to do to prevent them. These tips and tricks will help to ensure a successful course evaluation process and improve your day-to-day efficiencies when administrating Blue.

- **Workshop #4** | Beginner-Intermediate Level | 3:15 PM – 5:00 PM, August 4, 2019
  Enhance your Reporting with Blue's New and Less Known Reporting Functionalities: Learn about new and less known reporting functionalities in Blue, to provide the reports your institution requires. Are you making best use of report blocks and functionalities in Blue to provide key information to your audience? Is there a more efficient way to provide key insights to your stakeholders? Gain the knowledge to enhance your reporting such as combining condensed layouts, summary reports, export reports, and BPI feedback views.

- **Workshop #5** | Expert Level | 10:15 AM – 12:00 PM, August 4, 2019
  TBD

- **Workshop #6** | Expert Level | 3:15 PM – 5:00 PM, August 4, 2019
  TBD

PRE-CONFERENCE ARCHITECTING CHANGE LEADERSHIP & COMMUNITY ROUNDTABLES
There will be 3 pre-conference Architecting Change Leadership Roundtables and 2 Community Roundtables on **Sunday, August 4, 2019**. The Change Leadership Roundtables are mainly for those who are addressing business challenges such as policies and faculty onboarding. You may opt-in to the roundtables as you complete your conference registration form. The Community Roundtables are limited to the certified Blue Experts and the Medical and Health Science institutions. The roundtables do not require an additional fee, however space is limited so please register early.

- **ACLR #1** | 10:15 AM – 12:00 PM, August 4, 2019
  Faculty Onboarding to Bi-directional Formative Feedback with Bluepulse

- **ACLR #2** | 1:00 PM – 2:45 PM, August 4, 2019
  Achieving Response Rates for Statistical Confidence

- **ACLR #3** | 3:15 PM – 5:00 PM, August 4, 2019
  Interpreting and Using Qualitative Student Feedback to Inform Decisions in a Meaningful Way

- **Community Roundtable #1** | 8:00 AM – 9:45 AM, August 4, 2019
  Medical/Health Sciences Community Roundtable

- **Community Roundtable #2** | 1:00 PM – 2:45 PM, August 4, 2019
  Blue Experts Community Roundtable *(closed session for certified Blue Experts only)*

PRE-CONFERENCE ACTIVITIES: AUGUST 4, 2019

Sunday August 4	Pre-Conference Workshop: Beginner-Intermediate Level *(4 Sessions)*	Pre-conference Workshop: Expert Level *(2 Sessions)*	Community Roundtables *(2 Roundtables)*	Business Challenges: ACLR *(3 ACLRs)*
8:00 AM to 9:45 AM	Workshop #1 Optimizing Blue for End-to-End Course Evaluation Automation		Roundtable #1 Community Roundtable: Medical and Health Sciences	
10:15 AM to 12:00 PM	Workshop #2 Preparing your Data to Take Advantage of Relationship Demographics in Blue	Workshop #5 TBD		ACLR #1 Faculty Onboarding to Bi-directional Feedback with Bluepulse
1:00 PM to 2:45 PM	Workshop #3 Tips, Tricks, and Troubleshooting: How to Identify and Prevent Common Issues in Blue		Roundtable #2 Community Roundtable: Blue Experts	ACLR #2 Achieving response rates for statistical confidence
3:15 PM to 5:00 PM	Workshop #4 Enhance your Reporting with Blue's New and Less Known Reporting Functionalities	Workshop #6 TBD		ACLR #3 Interpreting and Using Qualitative Student Feedback in a Meaningful Way

CONFERENCE SESSION TRACKS
- Faculty Engagement
- Leadership and Analytics
- Implementation Insights: Course Evaluations
- Implementation Insights: General Feedback Processes (such as Surveys, 360, Formative Feedback)

More information can be found in Call for Presentations.

SCHEDULE

The full program and agenda detailing the conference session topics and presenters, as well as social networking activities, will be posted on the Bluenotes Group website as they are finalized.

BENEFITS OF ATTENDING

- **Share** experiences, best practices, and insights to learn from each other
- **Network** with your peers throughout the conference, formally and informally
- **Participate** in various Bluenotes community meetups such as the Blue Experts Community and regional Bluenotes Chapters
- **Speak** directly with Explorance staff
- **Learn** about upcoming software releases and the product roadmap
- **Experience** hands-on software use during pre-conference workshops and Explorance-staffed stations
- **Attend** social events and dinners exclusive to the Bluenotes community
- **Become** a certified Blue Administrator or certified Blue Expert by participating in either the BAC or BEC in-person training camp immediately following the conference (for more information please see below).

CONTACT

For any questions or other information required, please contact BNG2019@explorance.com.

EVENT WEBSITE

Full details are available at www.bluenotesgroup.com/bluenotes-global-2019-conference.

Bluenotes GLOBAL 2019
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BLUE CERTIFICATION CAMPS @ BLUENOTES GLOBAL 2019 DETAILS

	Blue Administrator Certification (BAC) Training Camp	Blue Expert Certification (BEC) Training Camp	Blue Report Master Certification (BRMC) Training Camp
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WHO THE TRAINING IS INTENDED FOR	Any of the following persons: • Those who are to implement Blue in their environments for the first time but have no or little prior knowledge of Blue yet • Those who have some experience in using Blue but have not taken any formal Blue training • Those who wish to reskill on the latest version of Blue. *Having an understanding of basic database concepts (such as data structure) and program language concepts (such as the concept of variables) is a plus.*	Any of the following persons: • Certified Blue Administrators* with experience in implementing a Blue project autonomously at least in one evaluation or survey cycle • Individuals with an equivalent level of certified Administrators* with experience in implementing a Blue project autonomously at least in one evaluation or survey cycle *Blue Administrator Certificate (BAC) holders	Any of the following persons: • Data analysts or research analysts who are responsible for analyzing data collected through Blue to provide reports showing findings and insights • Blue administrators who are responsible for designing and delivering reports to various stakeholders in their institutions. *Must have an understanding of basic Blue knowledge regarding navigation and terminology: Completion of BAC training prior to BRMC is recommended so that you can fully participate in hands-on learning activities during the BRMC training camp and graduate with the certificate at the end of the camp.*
WHAT TO EXPECT FROM THE TRAINING CAMP	The BAC training requires 3 days (24 hours) of training. Thus, we designed a BAC training camp program in a blended format to complete the BAC training at the end of the 2-day camp.	The BEC training requires 40 hours (5 days) of training. Thus, we designed a BEC training camp program in a blended format to complete the BEC training at the end of the 3-day camp (24 hours of training at the in-person camp).	**During the camp:** A 3-day instructor-led in-person training workshop designed is to elevate your knowledge and skillset on Blue reporting capabilities. You will learn about: • Blue report features and functionalities available to build reports from basic to advanced.

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	Before the camp: • Pre-requisite self-directed learning through an online introduction to Blue consisting of 8 hours' worth of material that you can finish at your own pace. This is to familiarize yourself with basic Blue concepts, terms, and navigations. • This pre-camp self-directed leaning activities must be completed prior to the 2-day in-person certification training camp, to ensure that you will be ready to fully participate in, and complete, the Blue Administrator Certification training camp **During the camp:** • A 2-day instructor-led in-person training camp designed to offer the hands-on participation and training required to be certified a Blue Administrator. • Using your pre-camp knowledge, you will fully participate in in-class learning activities and discussion with the trainer and your BAC camp cohort members, as you learn about importing data, advanced project creation and management, managing and monitoring projects, and basic report building and report management, followed by the in-class certification activity. • You will receive your Blue Administrator Certification at the end of the camp.	**Before the camp:** • Pre-requisite self-directed learning consisting of 15 hours' worth of material that you can finish at your own pace. This is for you to review key Blue concepts that experienced blue administrators are expected to be familiar with, along with practice exercise to apply these concepts in creating a blue project. • This pre-camp self-directed leaning activities must be completed prior to the in-person certification training camp for effective participation in the camp. **During the camp:** A 3-day instructor-led in-person training camp is designed to enhance your Blue expertise and skills. You will learn to: • Implement an advanced level of end-to-end automation of your feedback processes. • Optimize your Blue implementation to best address your own institution's needs, by gaining greater autonomy using Blue and its companion products. • Use the knowledge of Blue reporting capabilities with hands-on experience, to communicate and work effectively with Blue Report Masters. • Implement and manage dynamic report distribution to support your decision makers:	• Building various types of Blue reports that deliver useful and fair stories with actionable insights that inform decisions, at various levels (instructor-level, departmental-level, program-level, etc.) • Devising a reporting strategy for your institution that will enable you to get the right reports to the right people at the right time. • Report administration such as on-going report access management and report delivery management via various channels, to communicate and work effectively with your Blue Administrators. • Best practice reporting tips for testing and troubleshooting. • You will receive your Blue Report Master Certification at the end of the camp. **After the camp:** • You will be a Certified Blue Report Master who can apply your advanced Blue reporting expertise to proactively address your institution's ever-changing reporting needs. • You will widen your network of other Blue Report Masters for further learning and sharing of Blue reporting best practices.

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	After the camp: • As a certified Blue Administrator, continue learning and improve your level of confidence by applying this knowledge to your own environments, by joining Community-led and Explorance Learning Webinars, and by visiting the Explorance Online Help Center.	Report administration such as on-going report access management and report delivery management via various channels. • You will receive your Blue Expert Certification at the end of the camp. **After the camp:** • You will be a Certified Blue Expert who can apply your advanced Blue expertise to further automate feedback processes (course evaluations, institutional surveys, and 360 evaluations), end to end, in order to provide a greater level of autonomy to end users. • You will widen your network of other certified Blue Experts for further learning and sharing	
WHEN & WHERE THE TRAINING CAMP OCCURS	Two-Day In-Person Instructor-Led Training Camp. Upcoming Sessions: • **February 12-13, 2019** BAC @ BN APAC | Melbourne, AUS • **August 8-9, 2019** BAC @ BN GLOBAL | Chicago, IL	Three-Day In-Person Instructor-Led Training Camp. Upcoming Sessions: • **February 6-8, 2019** Montreal, QC, Canada • **March 18-21, 2019** BEC @ BN EUROPE | London, UK • **August 8-10, 2019** BEC @ BN GLOBAL | Chicago, IL	Three-Day In-Person Instructor-Led Training Camp. Upcoming Sessions: • **February 3-5, 2019** Montreal, QC, Canada • **August 8-10, 2019** BRMC @ BN GLOBAL | Chicago, IL

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WHY ATTEND THE TRAINING CAMP	With the completion of the BAC training camp, you established a good foundation of Blue knowledge. You will be able to: - Understand basic Blue functionalities and the fundamental data organization and processes so that you can implement projects in Blue, including: - Working with datasources and Blue's project definitions - Creating, publishing, and monitoring a project. - Copying and reusing project content - Automating task processes - Building, managing, and automatically distributing insightful reports - Identify ways in which Blue can be used to provide automation, autonomy, and insight into your institution's course evaluation processes. - Be better prepared to communicate with Explorance staff (Professional Services and Customer Services) when implementing Blue in your institution. - Participate in the Blue Administrators Community forum (_BAC to Blue Forum_) to share and discuss topics with your BAC-trained colleagues to further your knowledge and proficiency with Blue. By successfully completing the BAC camp, you've accomplished the most important foundational key	With the completion of the BEC training camp, you will be able to: - Implement your expert knowledge and skills in using advanced Blue concepts and functionalities to further automate feedback processes (course evaluations, institutional surveys, and 360 evaluations), end to end, in order to provide a greater level of autonomy to end users and to distribute reports to decision makers at various levels. - Understand how DST (Data Sync Tool), DIG (Data Integrity Gateway), BPI (Blue Portal Integrator), BTA (Blue Text Analytics), and IFD (Instructor Feedback Dashboard) can be used with Blue to further realize their value in your institution. - Find solutions to the challenges and opportunities in feedback processes that you and your institution are facing, using Blue and its companion products. - Administer report access management and report delivery management through various channels such as LMS and email. - Be part of the Blue Experts Community, and have access to Blue BETA functionality in a shared sandbox environment. - Have access to the training sandbox for one year post the BEC training camp, which gives	With the completion of the BRMC training camp, you will be able to: - Better understand various reporting needs to deliver data-based actionable insights, as you participated in problem-solving discussion on how best to design reports and in hands-on report-building activities for various Higher-Education user stories that your BRMC camp cohort members brought to the camp. - Devise reporting strategies that can best address your institution's reporting needs with Blue. As you anticipate your institution's changing reporting needs, you can take best advantage of Blue reporting capabilities to proactively design reports that address these needs to better inform decisions. - Apply your mastery in using Blue's advanced report building blocks and functionalities that you have acquired at the camp, combined with the application of your creative, critical, and problem-solving capabilities. - Work effectively with your Blue Administrators in administering report access management and report delivery management.

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	milestone in the first phase of your Blue learning curve journey. As you apply what you've learned in the camp to implement Blue in your institution, you are on the road to gain confidence in using Blue more and more. Resources like Explorance Professional Services, Customer Support and Online Help are available to help you gain more knowledge and confidence in using Blue.	you access to the latest Blue releases and all modules regardless of your product licenses.	• Be part of the Blue Report Masters community for further learning and sharing of Blue reporting best practices.
HOW MUCH ARE THE CAMP REGISTRATION FEES & WHAT IS INCLUDED	BAC Training Camp Registration Fees: • Explorance Customer *without* a time-valid online BAC training subscription**: $2,850 USD per participant • Explorance Customer *with* a time-valid online BAC training subscription**: $1,425 USD per participant • Non-Explorance Customer: $4,275 USD per participant This fee includes: • One in-person instructor-led 2-day BAC training camp. • Pre-camp self-directed online learning materials and access to a BAC trainer during the pre-camp self-directed learning activities via learning@explorance.com. • A Blue Administrator Certificate upon successful completion of the camp.	BEC Training Camp Registration Fees: • Early Bird Price: $3,450 USD • Regular Registration Price: $4,950 USD (Registration Closes one week prior to the camp) This fee includes: • 15 hours of self-directed learning module and 24 hours of in-person training camp • Access to the learning sandbox to review and practice at your own pace (pre-camp and post-camp) • 1-hour post certification session with the instructor • Blue Expert Certificate upon successful completion of the certification training camp • Breakfast, refreshments, and lunch throughout the training • Networking dinner	BRMC Training Camp Registration Fee: • Explorance Customer: $3,700 USD per participant o For early bird special, visit the BRMC training camp site listed above. This fee includes: • One in-person instructor-led 3-day BRMC training camp. • One 1-hour online post-certification follow-up session with the trainer. • A Blue Report Master Certificate upon successful completion of the BRMC camp. *There are only 16 places available. Places are allocated on a first-come first-served basis. Training registration closes one week prior to the camp. Travel and lodging fees are not included in this registration fee.*

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	There are only 16 places available. Places are allocated on a first-come first-served basis. Training registration closes one week prior to the camp. Travel and lodging fees are not included in this registration fee. **Online BAC training subscription information can be found <u>here</u>.**	*There are only 16 places available. Places are allocated on a first-come first-served basis. Training registration closes one week prior to the camp. Travel and lodging fees are not included in this registration fee.*	

CONTACT: For any questions or other information required, please contact learning@explorance.com
WEBSITE: Full details at www.bluenotesgroup.com/blue-certification-camps-at-bluenotes-global-2019