Notes

- You are expected to bring their own laptop for presenting.
- All projectors and video equipment used at LFNW have HDMI connectors; please bring your own adapters if required.
- Please check in at registration before you present.
- You are welcome to enter a room for presenting as soon as the prior session completes; please be courteous if the prior session presenter is still finishing up.
- A Crew member will be assigned to each presentation room as a room monitor; they will assist with AV, audience management, and will do their best to help or answer your questions.

Code of Conduct

LinuxFest Northwest (LFNW) brings together an open technology community. While that informal community cooperates year round through various media and projects, LFNW itself is an organized opportunity to interact directly, personally, intensively, and freely. All types of people attend the Fest to learn, teach, share and contribute to each other. The LinuxFest Northwest organizers and volunteers are committed to having a low stress, fun environment that supports the best that open source technology can offer. Fundamentally, the Fest works best when people behave well with each other. With the number of people who attend the Fest, there may be occasions when things don't go smoothly. To assist with resolving issues that may arise during the Fest, the LFNW organizers have developed some guiding principles. These are based on the best elements of the Fest culture, along with those from other successful open source projects.

Be courteous, respectful and considerate

A difference of opinion is not a valid reason for personal insults or impolite behavior. Cooperation works best when people feel personally safe and comfortable. Everyone is welcome at LinuxFest Northwest, regardless of gender, sexual orientation, race, religion, disabilities, physical appearance, or any other differences. Harassment for any reason is not acceptable. The Fest is a family event, including children. So sexual references and profanity are not appropriate. People's actions should bring credit to themselves, LinuxFest Northwest and the larger open source community.

Be patient and generous

Support others and ask for support. If someone asks for help, it is usually because they think they need it. In some cases, it can be helpful to suggest ways for the requester to help themselves. For example, learning how to ask good questions can sometimes be a big help. Intentionally vague or hostile responses (such as "Read The Manual") are counterproductive.

Assume that people mean well

Start with an assumption of good intentions. Often the best answer is somewhere between competing positions. Polite disagreement can go a long way towards resolving an issue. Clarifying possible misinterpretations builds mutual respect. Take responsibility for your actions.

Reach out for help

In some cases, talking directly with others involved can resolve a situation. If that isn't possible or comfortable, our organizers are available to help. LFNW volunteers can be found wearing red volunteer shirts and can assist you with locating an organizer.

Privacy is important

LinuxFest Northwest has always taken pride in respecting the privacy of attendees. Registration is optional to attend the Fest itself, and we do not sell or give your information away, not even to our sponsors, without your explicit permission. We also expect attendees will keep with this commitment to privacy. Ask before taking photos of people. Do not publicly post information about other attendees (names, employer, etc) without their permission. If you witness or have reason to believe the code of conduct is being violated, please bring up the topic with staff.

The organizers of LinuxFest Northwest are honored to have the opportunity of being hosts. We encourage all attendees to share in making the Fest valuable and memorable for everyone. Thank you for your thoughtfulness.

Media Policy

Vision

LinuxFest Northwest aims to share ideas around open source and educate beyond the walls and timeframe of the fest. We also strive to create a positive environment that adheres to our code of conduct and respects privacy of individuals while educating attendees.

Speakers and session recording

When you agree to speak at LinuxFest Northwest, you consent for your talk to be recorded in audio and possibly video format. LinuxFest Northwest uses screen capturing hardware along with audio recording equipment to broadcast presentations.

We reserve the right to publicly distribute and publish these recordings under the Creative Commons Attribution 3.0 license.

Your session material, including content and recordings may be used in various promotions or for other related endeavors. This material may also appear on the LFNW web site, social media channels or other digital mediums controlled by the LFNW organizing committee.

As conference organizers, we cannot be all places at once and it is important for us to be able to review all material presented at the conference. For this reason, you may not opt out of having your talk recorded. However, if you wish, you may request in writing that the session video not be published to the public.

Visit the LinuxFest Northwest official video channel:
https://www.youtube.com/channel/UCqeKeRXssKqbK4XHqLYrctQ

Recording by attendees

All sessions are recorded by official LinuxFest A/V staff. If you are not the speaker and wish to audio/video record, you must obtain written consent from the speaker first.

Staff and attendee photography

When you register for LinuxFest Northwest, you consent to be photographed by our official conference photographer, and to have those photographs published under a Creative Commons license and possibly used in various promotional material.

We encourage attendees to take and share their own photographs, as long as the rules below are followed.

1. Any photography/recording that is legally allowed in public spaces is allowed at LinuxFest Northwest.
2. Photography/recording should be treated like other potentially harassing interpersonal interaction. That is, when one person in the interaction says "stop" or "leave me alone" (etc), the interaction must end. In this case, attendees should not attempt to photograph that individual again.
3. Photography/recording shouldn't be done in such a way as to hide from the subject that it's happening.
4. The subject may inspect the photo/recording at any time and, if requested, the photo/footage/etc must be deleted immediately.
5. Those who are taking photographs and/or recording must also follow our general Code of Conduct.

How to opt-out

If you do not wish images of yourself to be published, you may opt out by contacting us and reasonable efforts will be done to accommodate your request.

If you are a speaker, you may opt out of having your talk being publicly distributed by contacting our presentation committee.

How to Report Violations or Issues

Please report an violations or issues with recording or photography directly to the front desk at registration, or by contacting any LFNW Crew member.

Thank you to Open Source Bridge and DrupalCon, from whom this media policy was heavily influenced.

Speaker Agreement

Compensation

I understand that LinuxFest Northwest does not compensate speakers. If there is financial hardship in attending the conference, Speakers can apply for a scholarship to help with travel and lodging expenses. It is my responsibility to register in advance of arriving at LinuxFest Northwest.

Speaker Profiles

I will fill out my user profile, including full name and photo, with the understanding that my information might be populated for me if not provided in time for the schedule.

Session Preparation

If I am unable to devote the time and energy to this effort, I will notify the LFNW planning team and LFNW will replace my session.

I understand that if I am participating on a panel or tutorial with others that I am expected to communicate with the other speakers on my session before the event. I understand that if I am delivering a group or solo presentation, I am expected to spend a significant amount of time preparing for my session before the event.

Obtaining Consent

I understand that I am responsible for obtaining any required consents, permissions, and clearances to display or otherwise use any materials (both visual and audio) that I incorporate in my session.

Promoted Content

I understand that LinuxFest Northwest is primarily an educational event, not a sales platform. I understand that if my session content is geared primarily towards marketing or sales of a particular product, that it will be clearly stated in the title and opening description of the session.

Staying On Topic And On Time

I understand that staying focused on the topic outlined in the title and description of my session is extremely important. During my session, I pledge to stay focused on the topic at hand and make sure that the information presented adheres to the difficulty level (easy, medium, or hard) designated for my session.

Code Of Conduct

I understand that my slides and on-stage remarks must abide by the Code of Conduct for this conference. I understand that my slides may be reviewed ahead of time, and that I may need to modify my presentation if it does not adhere with the Code of Conduct. I also understand that if, while I am presenting, I fail to abide by the spirit of the Code of Conduct, my session recording will not be published.

Session Recording

I have read the Media Policy and understand that my session will be recorded and made publicly available following the conference.