



SIGGRAPH 2003
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student volunteers



DEADLINE!

Applications must be received by: Wednesday, 26 February 2003, 5 pm Pacific time.

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SIGGRAPH 2003 is the latest in computer graphics and interactive techniques. SIGGRAPH 2003 is artistry and creativity without limits. SIGGRAPH 2003 is also a community of academics, professionals, artists and, of course, students. Students not only make up an important part of today's SIGGRAPH community, they are also its future; a future that you can be a part of, starting with the Student Volunteers Program.

At the 30th annual SIGGRAPH Conference, the Student Volunteers Program will take you inside and behind the scenes of one of the largest and most exciting professional conferences in the world. As a volunteer, you'll be part of a team of hundreds, all working to make SIGGRAPH 2003 a success. In addition to full access to programs and events seen by conference attendees, you'll get sneak peaks at conference events, special opportunities at the SIGGRAPH 2003 Career Center, and more! Of course, all Student Volunteers receive admission to all programs, receptions, and many special programs.

All this and more is available to high school, undergraduate, and graduate students who are enrolled full time for at least one semester during the 2002-2003 school year. Students can apply to work either 20 or 35 hours during the conference. Volunteers from outside the San Diego area willing to work at least 35 hours can also receive complimentary housing in San Diego for the week. In addition, all applicants are eligible to apply for our Travel Grant program, which offers monetary assistance to accepted Student Volunteers to offset the costs of travel to and from the conference.

There's never been a better or more exciting time to become a Student Volunteer. Whether you're already pursuing a related degree or career, or just hoping to find out if any of the industries represented at SIGGRAPH 2003 are right for you, I encourage you to apply. Become a part of the largest and most diverse community in computer graphics and interactive techniques, and at the same time work and explore at one of the greatest professional conferences in the world. I look forward to welcoming you to SIGGRAPH 2003 and San Diego, and hope you'll join us for a whole new Student Volunteer experience!

JIM KILMER

SIGGRAPH 2003 Student Volunteers Chair
The OPAL Group

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Applicants must be enrolled as full-time high school, undergraduate, or graduate students during some part of the 2002-2003 academic year. Students must plan to arrive in San Diego no later than 4 pm on Saturday, 26 July 2003, and depart no earlier than noon on Friday, 1 August 2003. Other arrangements for arrival and departure may be made by contacting the Student Volunteers Chair but may disqualify applicants from being accepted unless approved by the Chair in advance.

Applicants must be at least 16 years of age to participate as student volunteers, and those who are under 18 at the time of the conference must have parental or guardian approval. A scanned letter of approval containing your parent's or guardian's signature must be submitted to [the Student Volunteers Chair](#) if you are under 18.

Applicants must be proficient in English, and all applications must be submitted in English.

All students, regardless of discipline or area of interest, are encouraged to apply. No prior experience with the SIGGRAPH conference is required. We are looking for reliable, hard-working, self-starting, independent, enthusiastic students who are excited about the conference and want to be a part of the next generation of computer graphics and interactive techniques professionals.

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Student Volunteers make a commitment to volunteer for a total of either 20 or 35 hours (approximately) between Thursday, 24 July 2003 and Friday, 1 August 2003.

All volunteers will receive a Conference Access badge (equivalent to a Full Conference registration, excluding conference documentation). All volunteers who meet their commitment will receive a copy of the Conference Proceedings CD-ROM.

Volunteers who fulfill 35 hours or more and who do not live in the San Diego area are eligible for up to six nights of accommodation in conference housing. Housing is provided according to need. Up to four students of the same gender will be assigned to each room. Further information on housing will be provided upon acceptance as a student volunteer.

All volunteers are responsible for their own travel to and from San Diego as well as their own meals during their time at the conference, though some limited travel-grant funds are available.

Travel Grant awards will be handled this year by granting eligibility up to a maximum amount, per person. After arriving in San Diego, Student Volunteers must meet their commitment to the program (either 20 or 35 hours) in order to receive their grant, or to be eligible to receive tickets to events and the Electronic Theater.

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The annual SIGGRAPH conference is a tremendous experience, involving tens of thousands of attendees and hundreds of conference volunteers.

To facilitate operation of the conference, a number of Student Volunteers will be appointed as Team Leaders. Assigned to specific venues, Team Leaders manage Student Volunteers in their areas and coordinate volunteer duties with SIGGRAPH 2003 Committee members. This is a valuable opportunity to share your experience and enhance Student Volunteer performance.

Applicants for Team Leader positions must meet all Student Volunteer criteria and must have demonstrated outstanding abilities as a Student Volunteer in either of the two most recent conferences (SIGGRAPH 2001 or SIGGRAPH 2002). Team Leaders must be organized, enthusiastic, and dedicated to helping the conference run smoothly for attendees. They must be able to take initiative and solve problems in this dynamic and self-motivated role. Team Leaders must also be effective in dealing with groups of people and performing under pressure. They are expected to volunteer at least 60 hours during the conference, not including orientation. ALL Team Leaders must attend an all-day Team Leader orientation session on Friday, 25 July 2003. They are also expected to be at the conference from Friday, 25 July 2003 through Friday, 1 August 2003.

Team Leader Application Process

Team Leader applicants must first complete the standard Student Volunteer Application. Before they submit an application, Team Leader applicants will complete one extra section containing questions related to personal skills and experience, and are required to write one additional personal statement of no more than 300 words, as described in the application.

Team Leader Recognition

All Team Leaders receive nine nights of accommodation (Thursday, 24 July 2003 - Friday, 1 August 2003) at a conference hotel. Two Team Leaders of the same gender will share each hotel room. Further information on housing will be provided upon an applicant's acceptance as a Team Leader.

Team Leaders will also receive additional conference materials beyond those offered to other Student Volunteers.

All Team Leaders are responsible for their own travel to and from San Diego as well as their own meals during their time at the conference, though some limited travel-grant funds are available.

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To encourage students to participate in computer graphics activities, SIGGRAPH 2003 offers Travel Grants to help selected SIGGRAPH 2003 Student Volunteers travel to the conference. All grants will be awarded during SIGGRAPH 2003 and will be paid by check in United States currency. All decisions of the selection committee are final.

Travel Grant applicants must first complete the standard Student Volunteer or Team Leader application. Before submitting an application, grant applicants must answer several additional questions regarding travel costs and personal financial need, and complete one additional personal statement of no more than 300 words, as described in the application.

For SIGGRAPH 2003, Travel Grant awards will be handled by granting eligibility up to a maximum amount, per person. After arriving in San Diego, Student Volunteers must meet their commitment to the program (either 20 or 35 hours) in order to receive their Grant, or to be eligible to receive tickets to events and the Electronic Theater.

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The SIGGRAPH 2003 online submission system will be available in early November.

Use of the online submission form is **REQUIRED** for all programs. In addition, this system allows you to submit your proposals, supporting documentation, and files electronically (FTP), which is required for some programs. See the specific program for details.

New for SIGGRAPH 2003

If your submission is accepted, you will be asked to complete and sign a SIGGRAPH 2003 Acceptance Agreement. The agreement must be completed, signed, and faxed or sent via postal or courier service before SIGGRAPH 2003. If we do not receive your completed, signed acceptance agreement, your work cannot be presented at SIGGRAPH 2003.

The acceptance agreement is a legal document. It explains the uses SIGGRAPH makes of presented material and requires you to acknowledge that you have permission to use this material. This may involve seeking clearance from your employer or from others who have loaned you material, such as videotapes and slides. The agreement helps prevent situations whereby SIGGRAPH 2003 presentations include material without permission that might lead to complaints or even legal action. In addition, this agreement asks if ACM SIGGRAPH may use your materials for conference and organization promotional material in exchange for full author/artist credit information.

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Early Abstracts and Proposals	31 October 2002
Academic Exhibits	1 November 2002
Early discount rate	31 May 2003
Final reservations	
Art Gallery	8 January 2003
Computer Animation Festival	12 March 2003
Courses	8 January 2003
Educators Program	22 January 2003
Emerging Technologies	8 January 2003
Papers	22 January 2003
Sketches & Applications	12 March 2003
Student Volunteers	26 February 2003
Web Graphics	12 March 2003

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[How to Submit Your Work]

- Study the Submission Requirements
Make sure that you can provide all the information required for the specific program(s) you have selected.
- Prepare Your Work for Submission
Complete your paper, proposal, artwork, or animation and make sure that it is in final format as required by the program(s) you have selected.
- Observe the Submission Deadlines
Submissions received after the deadlines are not accepted.
- Complete the [Submission Form for Your Program](#)
Use of an appropriate online SIGGRAPH 2003 submission form is REQUIRED for all programs. There you will find instructions on how to complete the online forms. At the end of the online process, your entry will be assigned an online identification number (online ID number), and your completed form will be displayed in your Web browser. Before you select Submit on this page, make sure that your submission form is complete and correct.
- Send Your Work
Many SIGGRAPH 2003 programs strongly encourage electronic submission of your paper, proposal, supporting documentation, and files. Some programs REQUIRE electronic submission of your work, and some require printed copies of your proposal and other documents. The SIGGRAPH 2003 online submission system includes instructions on how to submit your documents and supplemental materials.
- Please note that there will be no Creative Applications Lab (CAL) for 2003.

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[Full text of the SIGGRAPH 2003 Acceptance Agreement](#)

International Resources Committee English Review Service

The SIGGRAPH 2003 International Resources Committee offers this service to non-native English speakers: volunteers who are fluent in English will read and review submissions for proper English structure before they are prepared for final submission to SIGGRAPH 2003 programs. This service is limited to stylistic and grammatical review and will not consider submission content. For information on how to submit your proposal for stylistic review, see [English Review Service](#).

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[Full text of the SIGGRAPH 2003 Acceptance Agreement](#)

Complete information on how to present your work will be available here beginning in early 2003.

Presenter Recognition Guidelines

- Presenter recognition is offered to contributors and volunteers as a token of appreciation for work done or contributed to the conference.
- Benefits of contributing both time and content to the conference should be largely professional and/or intrinsic.
- Recognition should provide the necessary access and resources to volunteers to perform their jobs at the conference.
- At a minimum, the major contributor to a work should receive a formal record of that contribution.
- Presenters and volunteers should receive appropriate recognition in major conference documentation.
- If two or more works are accepted by the conference, presenters will receive the highest-value recognition for which they are eligible.
- Registration is provided for actual participants **REQUIRED** to successfully present the work, up to the maximum number listed.

For more information about recognition for specific programs, contact the appropriate program chair.

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ART GALLERY	1	• • • • • • • • • •		• •
COMPUTER ANIMATION FESTIVAL	1	• • • • • • • • • •		• •
COURSES				
FULL DAY	4	• • • • • • • • • •	• • • •	• •
HALF DAY	2	• • • • • • • • • •	• • • •	• •
TUTORIAL	1	• • • • • • • • • •	• • • •	• •
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SIGGRAPH Conference Volunteer Form

Consider offering your talents, your creativity, and your skills to help push the boundaries of the computer graphics industry, showcase new technologies, and awake new opportunities. Be at the center of activity and help lead the way into the next generation of computer graphics by volunteering for the conference committee.

As a conference committee volunteer, you will:

- Participate in decisions and strategic development for the conference
- Work with other dedicated, talented, inspirational leaders in the industry
- Be instrumental in setting the vision for a particular program
- Cultivate your management skills by identifying and leading a subcommittee of volunteers who actually make a program happen

When you complete the following application form and select *Volunteer*, your responses will be forwarded to the conference organizers, including all current Conference Chairs.

If you are interested in volunteering to Chair the Conference Advisory Group (CAG) or the annual SIGGRAPH conference, please review and complete the [CAG Chair](#) or [Conference Chair](#) Application Procedures.

Students Please Note: If you are interested in the conference Student Volunteer program, please do not use this form. See [SIGGRAPH 2003 Student Volunteers Call for Participation](#)

Personal Information

Name

Affiliation

Address (work/home)

Work Phone

Home Phone

Fax

Email

URL

Your Involvement in SIGGRAPH

(please complete this section as specifically as possible)

Which conference year do you wish to volunteer for?

SIGGRAPH 2003 - San Diego (subcommittee and onsite positions open)

SIGGRAPH 2004 - California (all positions open)

In what capacity would you like to participate?

Program Chair

Subcommittee

Onsite Worker

Other, please specify

Discuss the area(s) of the conference on which you would like to work and your vision for that program. (See [Position Descriptions](#) for further information.)

Why do you want to participate?

Do you hold or have you applied for any other volunteer position within SIGGRAPH? If so, please list.

What support/constraints can you expect from your employer/family?

How much time (average & peak) can you spend on SIGGRAPH over the next 24 months?

Background, Expertise, and Experience

Please list any relevant SIGGRAPH, other conference, organization and/or volunteer experience (duties and responsibilities).

How long have you been attending SIGGRAPH annual conferences?

Please list any relevant professional experience (including management, business and policy development, research, technical, computer graphics, etc.).

List any other interests, skills, experiences, or resources that you feel would be appropriate to include?

References (names and contact information for professionals who are familiar with your record)

A copy of this application form will be emailed to conference organizers, and you will be contacted with additional information. Thank you for your interest in volunteering for SIGGRAPH. Please direct any questions to capstone@siggraph.org.

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