

# USER GUIDE

HOW TO NAVIGATE

## Dialogue Events

AUGUST 2023

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# GENERAL INFORMATION AND ENROLMENT

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## Welcome to the **Dialogue Events** User Guide!

Telefilm initiatives are now being administered via Dialogue Events (replacing Grenadine), an extension of our electronic platform Dialogue. Please note that this guide is only for **Dialogue Events** (initiatives like the Canada Pavilion, Producers Without Borders, Not Short on Talent, etc.), and not for Dialogue (applying for [Telefilm Programs](#), including funding).

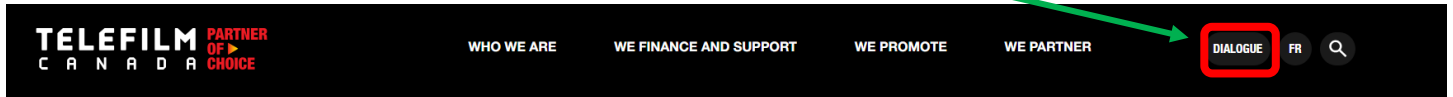
**NEW TO Dialogue Events?** Use this guide to learn the basic step-by-step instructions to help you navigate the Dialogue Events platform.

### Quick tips:

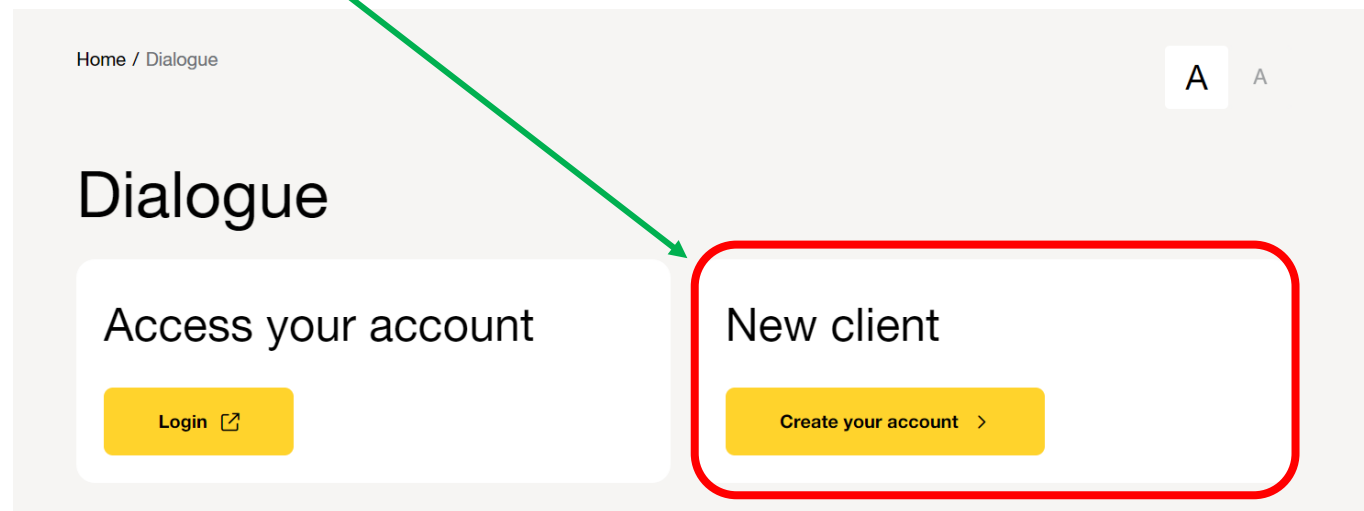
- You will require a Dialogue account in order to create a submission.
- If you have questions concerning the **submission process, your submission status, or general events information** please visit the [Telefilm Website](#) to find the contact person for the program you are applying for or contact [DL-festivals@telefilm.ca](mailto:DL-festivals@telefilm.ca).
- When creating a new **Organization** in Dialogue, always provide the name exactly as it appears on the incorporation documents.
- If your Organization already has a Dialogue account and you need to be added as a member, the administrator of the Organization must add you. You will receive an email from the system to confirm your account.
- Once an Organization has been created, any **Member** of the Organization can create a submission on behalf of the Organization or work on existing submissions related to the Organization.
- For Dialogue Events, you only need to accept the terms and conditions to create submissions. If you wish to apply to Telefilm Programs through Dialogue, including funding, you will need to go through another verification process.
- For questions regarding your company's registration on Dialogue, please email [enr@telefilm.ca](mailto:enr@telefilm.ca)
- For outages and technical issues, please email [services@telefilm.ca](mailto:services@telefilm.ca)
- When you contact [enr@telefilm.ca](mailto:enr@telefilm.ca) or [services@telefilm.ca](mailto:services@telefilm.ca) for support, always provide your email, your full name and the full name of your organization. You can expect a response within 24 hours, however, **in order to avoid potential delays** or missed deadlines, please plan to **start the process a few days prior to beginning your submission**.
- When you deal with Telefilm's services regarding support, always answer to the existing email you received from [services@telefilm.ca](mailto:services@telefilm.ca) rather than sending a new request. This ensures continuity of support on your issue or request.
- You will receive email notifications from Dialogue Events. **Dialogue notifications are not SPAM**. Please contact [services@telefilm.ca](mailto:services@telefilm.ca) when you are hesitant.

# Create an Account

To create a Dialogue account, go to Telefilm Canada's [website](#), under **Dialogue**:



Click on **Create an account**:



Fill out the required details:

The screenshot shows the 'Create a Dialogue account' form. At the top left is a back arrow and the 'Dialogue' logo. At the top right is the breadcrumb 'Home / Dialogue / Create a Dialogue account' and two 'A' icons. Below the breadcrumb is a black button labeled 'Create a Dialogue account'. The main heading is 'Create a Dialogue account'. Below the heading is a note: 'Please fill out every required field (\*) and make sure to read all the questions before submitting your form.' The form has three input fields: 'First name\*', 'Last name\*', and 'Email\*'. Below these is a CAPTCHA section with a checkbox labeled 'I'm not a robot' and a reCAPTCHA logo. At the bottom of the form is a yellow 'Create account' button with a right-pointing arrow. Below the button is a link: 'If you have any questions about your enrolment, please contact us at [enr@telefilm.ca](mailto:enr@telefilm.ca)'. At the very bottom is a link for the 'Personal Information Collection Statement - Dialogue' with an external link icon.

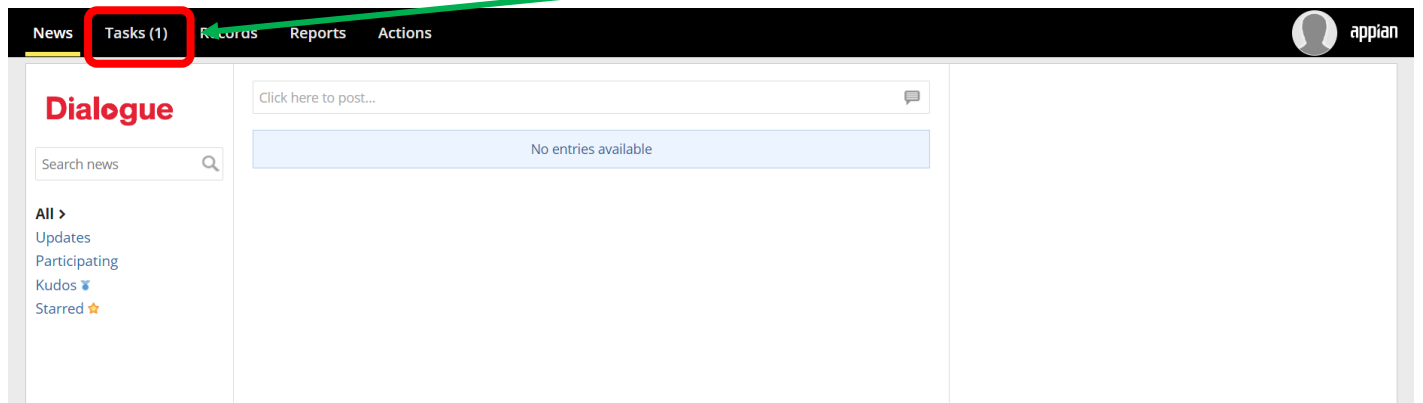
You will be taken to a confirmation page.

An e-mail with your account details, activation link and temporary password will be sent to you.

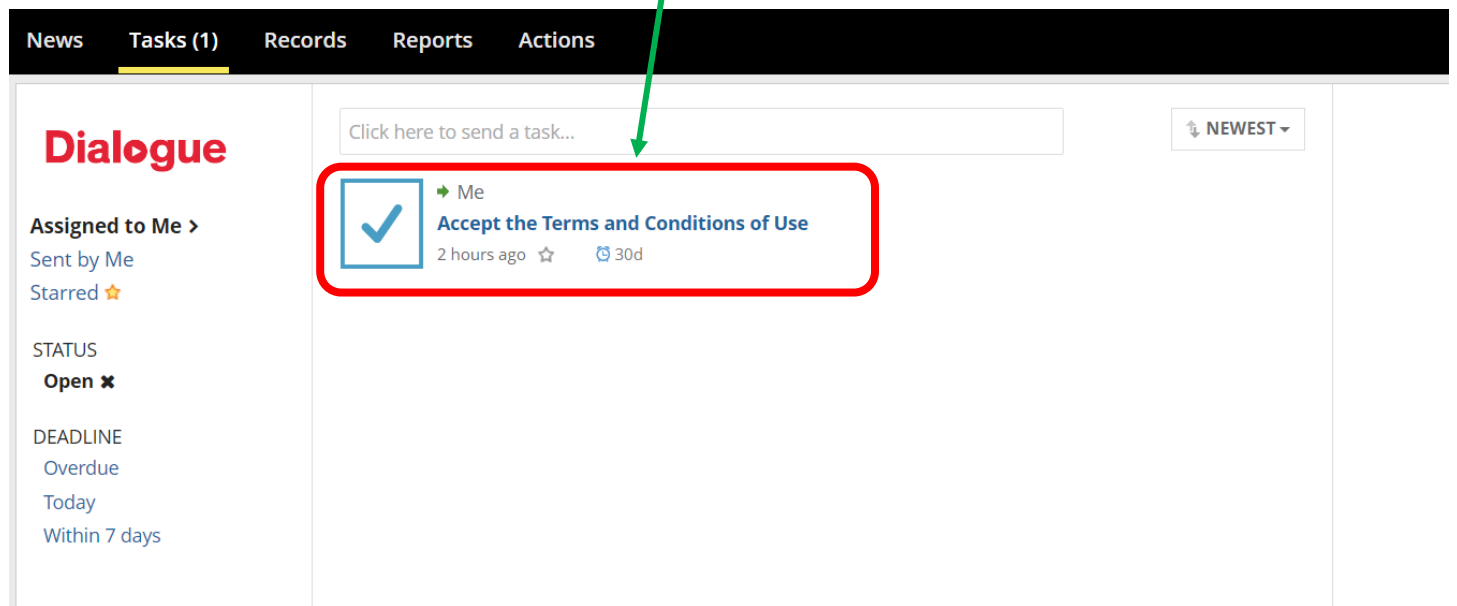
→ Your **username** is the **email address** you have registered with.

→ Change the temporary password to a new, secure password.

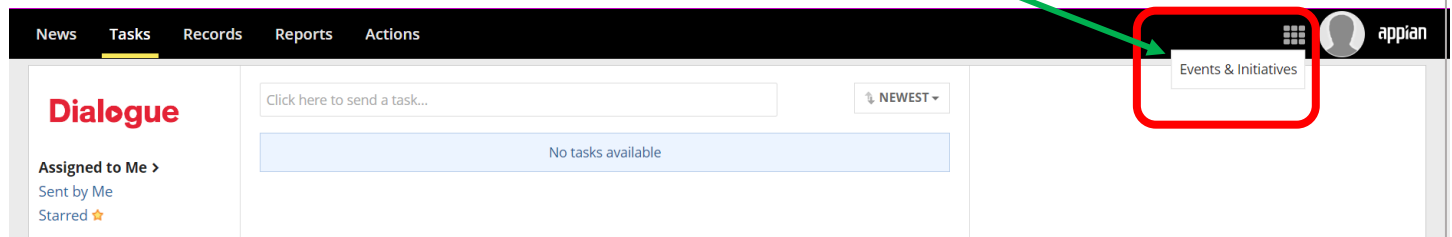
The first time you login to your account, you will need to go to the **TASKS** menu :



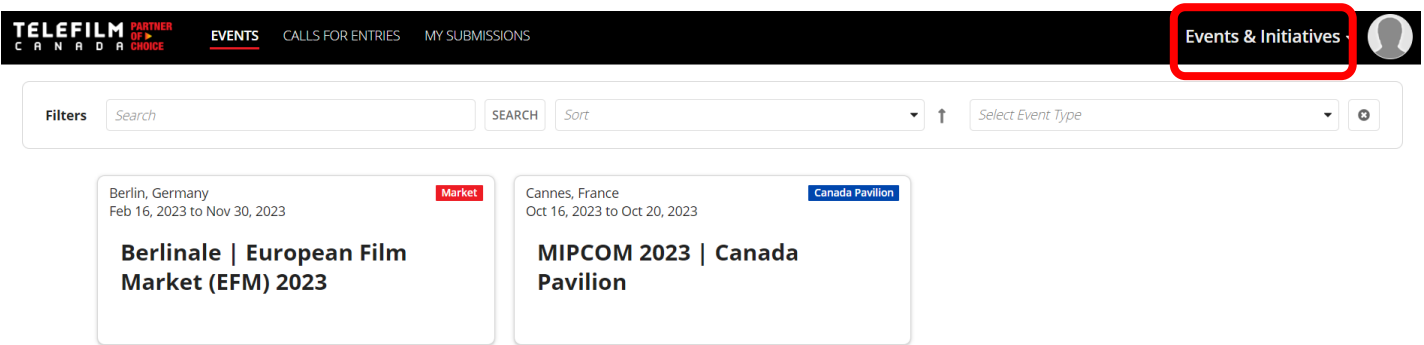
You will need to complete your first task, **Accepting the Terms and Conditions of Use:**



Once you have accepted the **Terms and Conditions of Use**, refresh your page. In the top right-hand corner, you will now see a menu icon. If you click on the **menu icon**, you will see **Events & Initiatives**. Clicking on Events & Initiatives will lead to the Dialogue Events site.



Dialogue Events site :



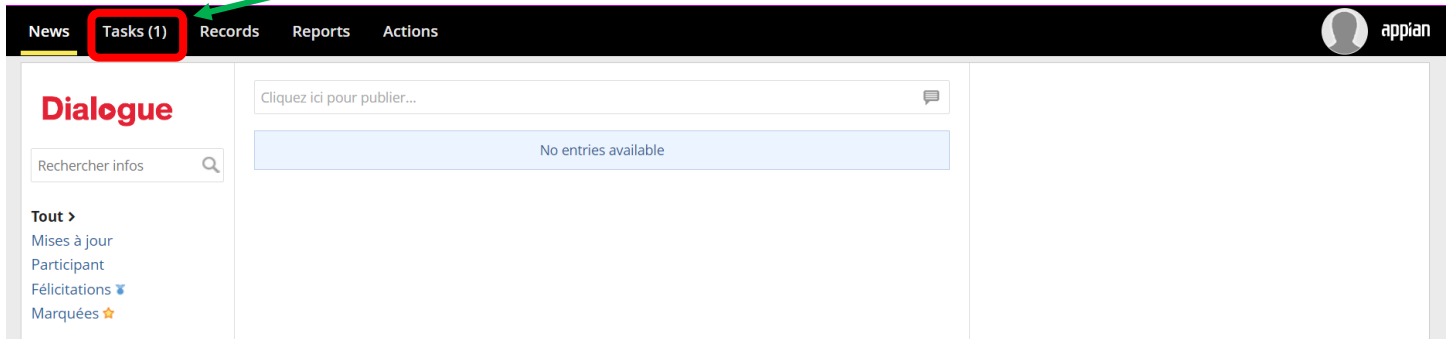
#### IF YOUR ORGANIZATION ALREADY HAS A DIALOGUE ACCOUNT

- Contact your Organization administrator. Ask your administrator to add you as a member.
- You will be sent an email to create an account.
- Once your account is created, you will automatically be linked to your Organization.

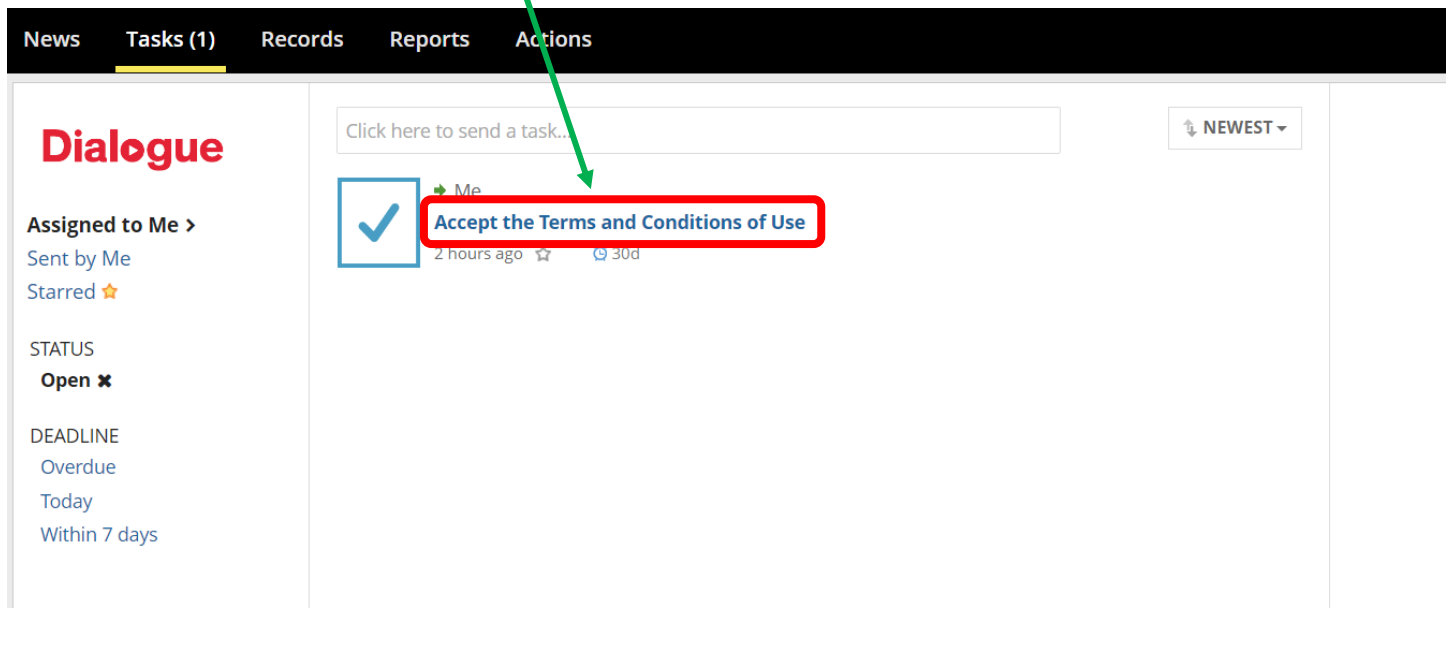
# Existing Clients

You should have received an email saying you have a new **Task** in Dialogue.

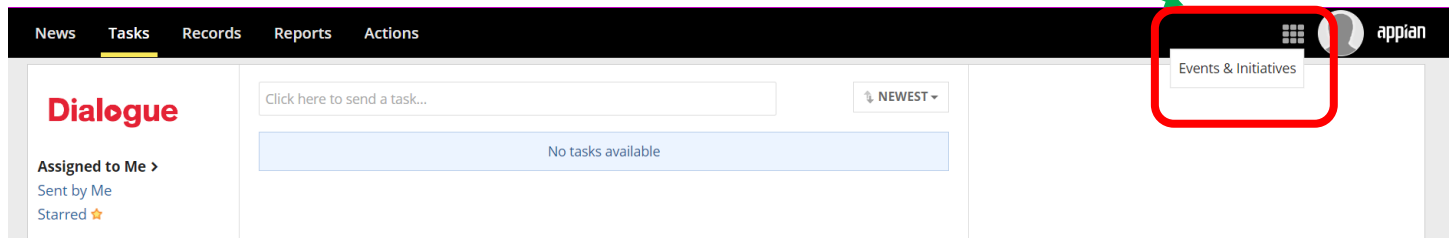
Log in to your account and navigate to **Tasks** :



You will see the Task “**Accept the Terms and Conditions of Use**”.



Once you have accepted the **Terms and Conditions of Use**, refresh your page. In the top right-hand corner, you will now see a menu icon. If you click on the **menu icon**, you will see **Events & Initiatives**. Clicking on Events & Initiatives will lead to the Dialogue Events site.



Dialogue Events site :





# Create an Organization

You will need to create an Organization or be added to an existing Organization by the Administrator of the said Organization. To create a new organization: **Actions – Create Organization:**

The screenshot shows the 'Dialogue' interface with a navigation bar at the top containing 'News', 'Tasks (964)', 'Records', 'Reports', and 'Actions'. The 'Actions' tab is circled in red. On the left, there is a sidebar with 'Dialogue' and a list of applications: BAF (1), CMF (1), Talent to Watch | Talents en vue (1), Telefilm (1), TFC Enrolment (1), and TFC Manage Exploitations (5). The main content area lists several actions, each with a lightning bolt icon and a star icon. The 'Create Organization | Créer une organisation' action is highlighted with a red rounded rectangle. Other actions include 'Canada Media Fund Payment | Paiement Fonds des médias du Canada', 'Create Broadcaster Agreement Form | Créer un formulaire d'entente de licence', 'Request a Preliminary Opinion About the Eligibility of a Project to the CMF | Demandez une opinion préliminaire sur l'admissibilité d'un projet au FMC', and 'Submit a Talent to Watch Project | Soumettre un projet talents en vue'.

## QUICK TIPS ONCE YOUR ORGANIZATION IS SET UP IN DIALOGUE

**DO NOT USE NEWS** to communicate with us:

The screenshot shows the 'Dialogue' interface with a navigation bar at the top containing 'News', 'Tasks (949)', 'Records', 'Reports', and 'Actions'. The 'News' tab is circled in red with a red 'X' over it. The main content area shows a post from 'Client #359392 - My Project' with a red box around the client name. The post content says 'User 998 An application has been submitted.' Below the post is a comment field with the text 'Add your comment here...' and a red 'X' over it, indicating that comments should not be used for communication.

Under **Records**, you will find folders such as **My Organizations**:

News Tasks (950) **Records** Reports Actions

## Dialogue

All ▶

- Legal Statements | Énoncés légaux**  
Legal Statements | Énoncés Légaux
- My Broadcaster Agreement Forms | Mes formulaires d'entente de licence**  
All my Broadcaster Agreement Forms | Tous mes formulaires d'entente de licence
- My CMF Applications | Mes demandes FMC**  
List of my CMF applications | Liste de mes demandes FMC
- My CMF Exploitation Reports | Mes rapports d'exploitation FMC**  
A List of My CMF Production and Distribution Exploitation reports | Liste de mes Rapports d'exploitation Production et Distribution du FMC
- My CMF Metric Report (Gross Sales) | Mes rapports de mesures FMC (ventes brutes)**  
A List of My CMF Gross Sales Metric reports | Liste de tous mes rapports de mesure - ventes brutes FMC
- My CMF Pre-Application Consultations | Mes consultations préalables FMC**  
List of my CMF pre application consultations | Liste de toutes mes consultations préalables FMC
- My Organizations | Mes Organisations**  
A list of the Organizations I am a Member of | Une liste des organisations dont je suis membre
- My Telefilm Applications | Mes Demandes Téléfilm**  
List of my Telefilm applications | Liste de mes demandes Téléfilm
- My Telefilm Exploitation Reports | Mes rapports d'exploitation Téléfilm**  
A List of My Telefilm Production and Distribution Exploitation reports | Liste de mes Rapports d'exploitation Production et Distribution de Téléfilm

Once in **My Organizations**, click on the **Legal Name** to open the Organization profile:

## My Organizations | Mes Organisations

SEARCH

Legal Name	ID	Type	Administrator	Resp?	Application	e-Sign	Organization Profile	Exploitation Reports	Broadcaster
<a href="#">_1_Fitness_corp</a>	300592	Company	Test FR Enroll NonPartner	Yes					

Select **Details, Members, Documents** or **Defaults** in order to see the information related to those sections:

Records / My Organizations | Mes Organisations

## \_1\_Fitness\_corp

ADD MEMBER MANAGE DOCUMENTS EDIT MEMBER PERMISSIONS ...

Summary Filmography News Related Actions

Details	Members	Documents	Defaults
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Organization Details

Legal Name **\_1\_Fitness\_corp**

Organization ID 300592

Validated

Validation Date Oct 2, 2018

Validation Document Incorporation Document

CMF Default Dialogue

Telefilm Default Dialogue

TFC Other Default

CMF Other Default

Location Austria

HST / GST  
PST

Enrolment questions: [enr@telefilm.ca](mailto:enr@telefilm.ca)

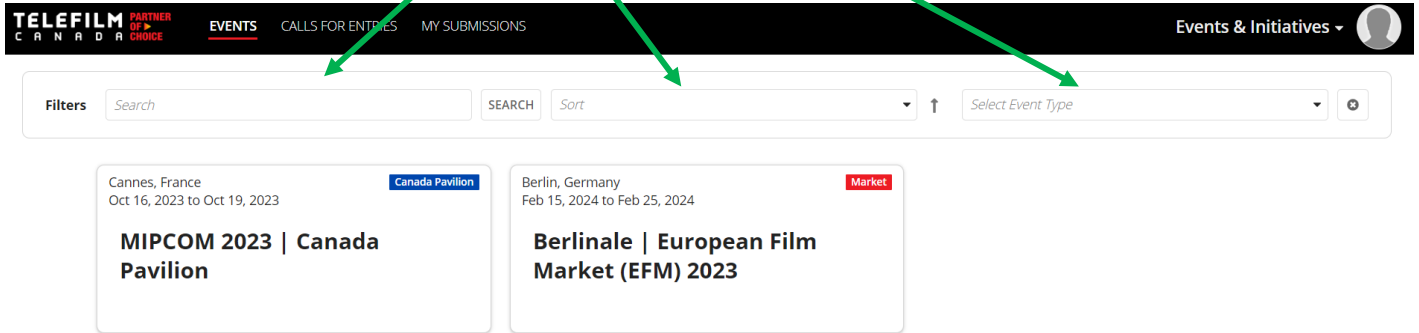
Questions regarding the initiative or submission process:  
[DL-festivals@telefilm.ca](mailto:DL-festivals@telefilm.ca) or the specific initiative contact.

# NAVIGATING AND SEARCHING FOR EVENTS

Log in to Dialogue Events.

You will be brought to the **Events** dashboard. The Events dashboard lists all of the events with an active Telefilm Canada initiative.

On the Events dashboard, you can **Search, Sort, and Filter by Event Type**.



The screenshot shows the Telefilm Canada Events dashboard. At the top, there is a navigation bar with the Telefilm Canada logo, a 'PARTNER OF CHOICE' badge, and menu items for 'EVENTS', 'CALLS FOR ENTRIES', and 'MY SUBMISSIONS'. On the right, there is a user profile icon and the text 'Events & Initiatives'. Below the navigation bar is a search and filter section with a 'Filters' label, a search input field, a 'SEARCH' button, a 'Sort' dropdown menu, and a 'Select Event Type' dropdown menu. Below this section are two event cards. The first card is for 'MIPCOM 2023 | Canada Pavilion' in Cannes, France, from Oct 16, 2023 to Oct 19, 2023, with a 'Canada Pavilion' badge. The second card is for 'Berlinale | European Film Market (EFM) 2023' in Berlin, Germany, from Feb 15, 2024 to Feb 25, 2024, with a 'Market' badge. Three green arrows point from the text 'Search, Sort, and Filter by Event Type' to the search input, the sort dropdown, and the event type dropdown respectively.

Each **Event Card** includes the Event Location, Event Dates, Event Name, and Event Type. Hovering over the Event Card will reveal a short summary of the Event.



The image shows a detailed view of an event card for 'MIPCOM 2023 | Canada Pavilion'. The card displays the location 'Cannes, France', the dates 'Oct 16, 2023 to Oct 19, 2023', and a 'Canada Pavilion' badge. The event name 'MIPCOM 2023 | Canada Pavilion' is prominently displayed. Below the card, a dark grey box contains the following text: 'Telefilm Canada is currently accepting registrations for Canadian production and distribution companies wishing to join the Canada Pavilion at MIPCOM 2023 and to benefit from a discounted accreditation.'

Clicking on the Event Card will lead you to the Event's microsite. Here, you will find all of the relevant information on Event Initiatives, including Eligibility Criteria, Selection Process, and the Telefilm Canada contact.



[Summary](#) [Call for Entries](#)

📍 **Location: Cannes, France**

[HOME](#) [ELIGIBILITY CRITERIA](#) [REGISTRATION PROCESS](#) [CANCELLATION TERMS](#)

**REGISTRATION OPEN**  
**MIPCOM 2023 | Canada Pavilion**

Cannes, France  
October 16 to 19, 2023

*(Canadian production and distribution companies)*

Telefilm Canada is currently accepting registrations for Canadian production and distribution companies wishing to join the Canada Pavilion at **MIPCOM 2023** and to benefit from a **discounted accreditation**.

**MIPCOM (Oct 16 to 19)** is an international market dedicated to financing, co-production, acquisitions and sales of audiovisual content on all platforms. **MIPJUNIOR (Oct 14 to 15)**, which focuses on kids/youth content, will take place ahead of MIPCOM.

This year, the Canada Pavilion at MIPCOM will return to Riviera 8, a premium location that provides better visibility for your company and **more outdoor space for meeting clients!** With more than 470 m2, the Canada Pavilion can host up to 80 companies, making it one of the largest national pavilions at MIPCOM. Back with a more sustainable design, the Canada Pavilion offers turnkey services at a **reduced cost** to present a strong brand image, promote their projects, and join networking opportunities.

**Contact:**

Anthea Zeng

📞 **Contact Phone:**

✉️ **Contact Email:** [anthea.zeng@telefilm.ca](mailto:anthea.zeng@telefilm.ca)

You will also see the **Call for Entries** tab within the Event.



[Summary](#)

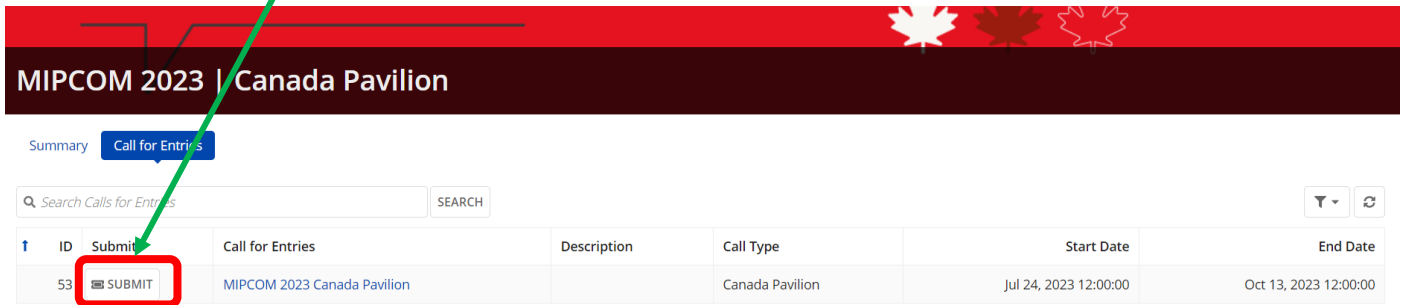
[Call for Entries](#)

📍 **Location: Cannes, France**

[HOME](#) [ELIGIBILITY CRITERIA](#) [REGISTRATION PROCESS](#) [CANCELLATION TERMS](#)

**REGISTRATION OPEN**  
**MIPCOM 2023 | Canada Pavilion**

Clicking on this Call for Entries tab will lead you to a dashboard of the Call for Entries related specifically to this Event. You can click on the **“Submit”** button to begin a submission.



The screenshot shows the MIPCOM 2023 | Canada Pavilion dashboard. At the top, there is a red header with the event name and a Canadian maple leaf logo. Below the header, there are two tabs: 'Summary' and 'Call for Entries', with the latter being active. A search bar is present with the placeholder text 'Search Calls for Entries' and a 'SEARCH' button. Below the search bar is a table with the following columns: 'ID', 'Submit', 'Call for Entries', 'Description', 'Call Type', 'Start Date', and 'End Date'. The table contains one row with the ID '53', a 'SUBMIT' button, and the text 'MIPCOM 2023 Canada Pavilion'. A green arrow points from the text above to the 'Submit' button in the table, and a red box highlights the 'SUBMIT' button.

ID	Submit	Call for Entries	Description	Call Type	Start Date	End Date
53	<a href="#">SUBMIT</a>	MIPCOM 2023 Canada Pavilion		Canada Pavilion	Jul 24, 2023 12:00:00	Oct 13, 2023 12:00:00

For more details on Call for Entries, please refer to the [section below](#).

# CALL FOR ENTRIES

## Navigating to a Call for Entries

There are two ways to find Calls for Entry:

1. From the Calls for Entries dashboard

- Click on the **Calls for Entries** tab at the top. This will lead you to the Calls for Entries dashboard.
- Here you will see a list of all of the active Calls for Entry.
- You can **Search**, organize by **Deadline (EST)**, **Filter by Call Type**, and **Filter by Event**.

Drafts	Submit	Call for Entries Name	Event Name	Deadline (EST)	Call Type
	<input type="button" value="SUBMIT"/>	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Oct 13, 2023 00:00:00	Canada Pavilion
	<input type="button" value="SUBMIT"/>	Producers Without Borders 2024	Berlinale   European Film Market (EFM) 2023	Oct 12, 2023 00:00:00	Producer Initiative

- You can create and save Filter Views as well.

Ca Clear filters

Ca Save filters as...

→ Clicking on the name of the Call for Entries will lead to a summary of the Call for Entries, including the description.

Drafts	Submit	Call for Entries Name	Event Name	Deadline (EST)	Call Type
	<input type="checkbox"/>	<b>MIPCOM 2023 Canada Pavilion</b>	MIPCOM 2023   Canada Pavilion	Oct 13, 2023 00:00:00	Canada Pavilion
	<input type="checkbox"/>	Producers Without Borders 2024	Berlinale   European Film Market (EFM) 2023	Oct 12, 2023 00:00:00	Producer Initiative

Example summary of a Call for Entries:

## MIPCOM 2023 Canada Pavilion

Summary

### Details

Event Name	MIPCOM 2023   Canada Pavilion
Type	Canada Pavilion
Creation Date	Jul 24, 2023 11:44:35
Start Date	Jul 24, 2023 00:00:00
Deadline (EST)	Oct 13, 2023 00:00:00
Number of Submissions Received	3

### Description

*This year, the Canada Pavilion at MIPCOM will return to Riviera 8, a premium location that provides better visibility for your company and more outdoor space for meeting clients! With more than 470 m2, the Canada Pavilion can host up to 80 companies, making it one of the largest national pavilions at MIPCOM*

*Back with a more sustainable design, the Canada Pavilion offers turnkey services at a reduced cost to present a strong brand image, promote their projects, and join networking opportunities.*

→ Clicking on the name of the Event will lead to the Event's microsite.

Drafts	Submit	Call for Entries Name	Event Name	Deadline (EST)	Call Type
	<input type="checkbox"/>	MIPCOM 2023 Canada Pavilion	<b>MIPCOM 2023   Canada Pavilion</b>	Oct 13, 2023 00:00:00	Canada Pavilion
	<input type="checkbox"/>	Producers Without Borders 2024	Berlinale   European Film Market (EFM) 2023	Oct 12, 2023 00:00:00	Producer Initiative

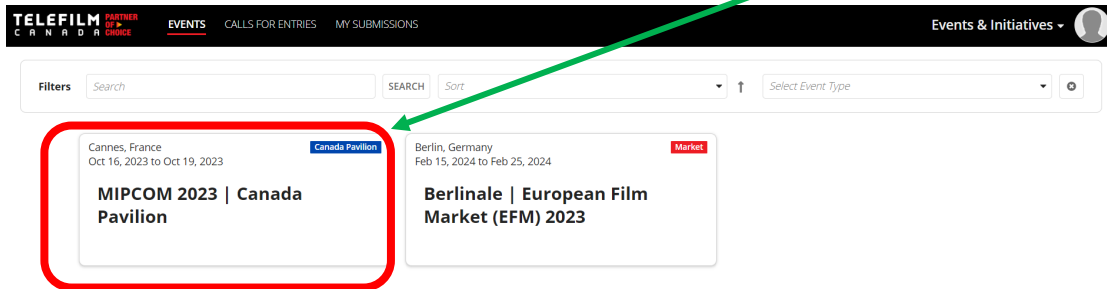
→ Click on the "Submit" button to begin a submission.

Drafts	Submit	Call for Entries Name	Event Name	Deadline (EST)	Call Type
	<input type="checkbox"/>	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Oct 13, 2023 00:00:00	Canada Pavilion
	<input type="checkbox"/>	Producers Without Borders 2024	Berlinale   European Film Market (EFM) 2023	Oct 12, 2023 00:00:00	Producer Initiative

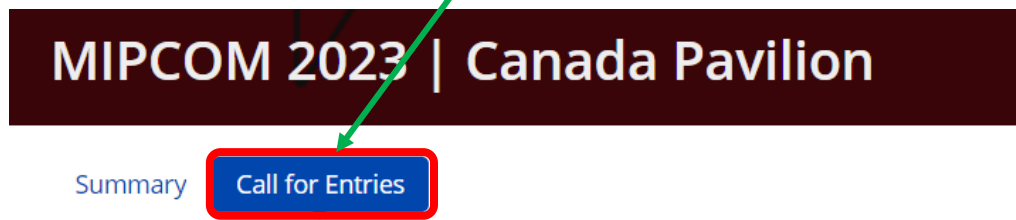


## 2. From an Event's microsite

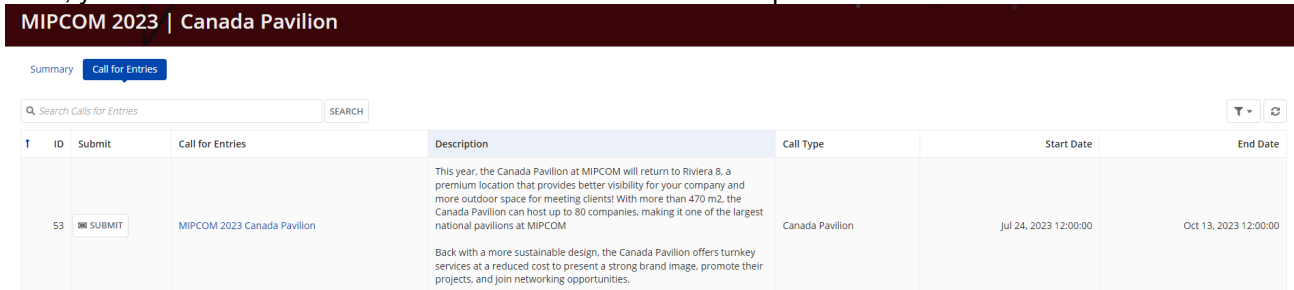
- If you know the Event of the Call for Entries you are interested in, click on the **Event Card** on the Event dashboard. This will lead you to the Event's microsite.



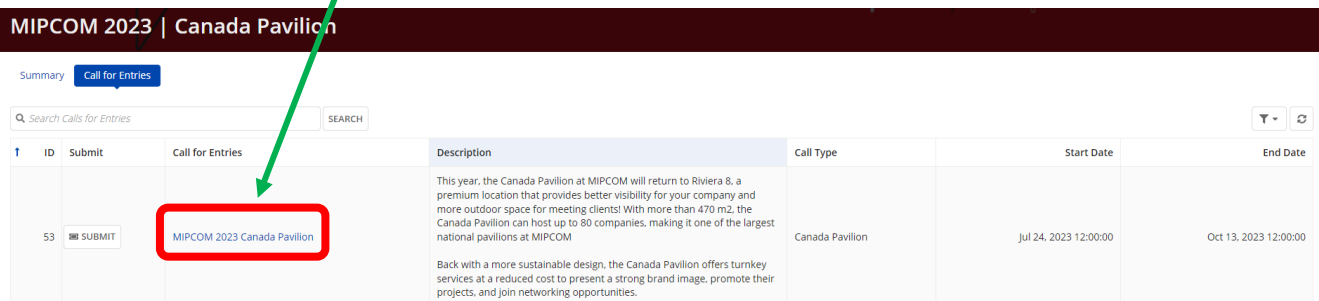
- Under the name of the Event, click on the **Call for Entries** tab.



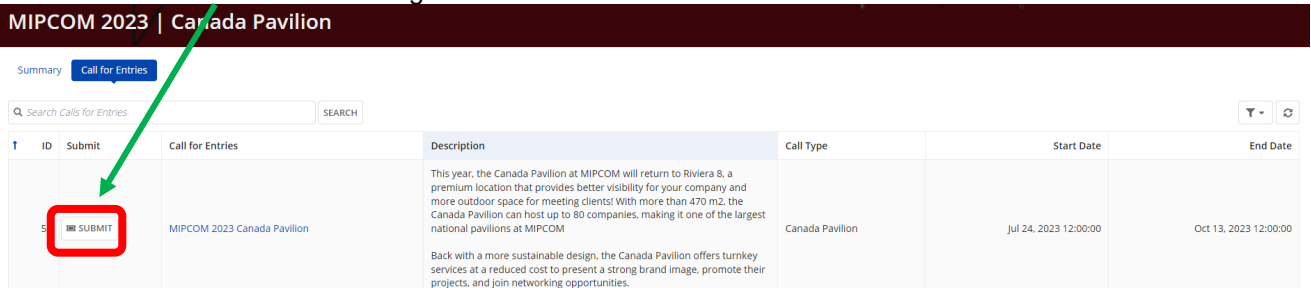
- Here, you will see all of the active Call for Entries related to this specific Event.



- Clicking on the **name of the Call for Entries** will lead to a summary of the Call for Entries, including the description.

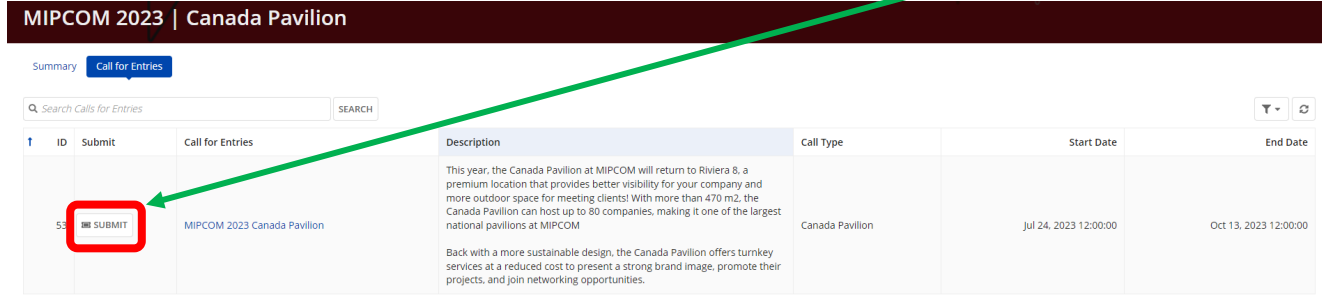


- Click on the **“Submit”** button to begin a submission.



# Creating a Submission

Once you have found the Call for Entries that you wish to apply for, click on the “Submit” button.



MIPCOM 2023 | Canada Pavilion

Summary [Call for Entries](#)

Search Calls for Entries

ID	Submit	Call for Entries	Description	Call Type	Start Date	End Date
53	<b>SUBMIT</b>	MIPCOM 2023 Canada Pavilion	<p>This year, the Canada Pavilion at MIPCOM will return to Riviera 8, a premium location that provides better visibility for your company and more outdoor space for meeting clients! With more than 470 m2, the Canada Pavilion can host up to 80 companies, making it one of the largest national pavilions at MIPCOM.</p> <p>Back with a more sustainable design, the Canada Pavilion offers turnkey services at a reduced cost to present a strong brand image, promote their projects, and join networking opportunities.</p>	Canada Pavilion	Jul 24, 2023 12:00:00	Oct 13, 2023 12:00:00

The Call for Entries will open up.

Choose if you will be submitting as an **Organization** (with your company) or as an **Individual**.

**IMPORTANT:** Please note that typically, you must be associated to an Organization to submit or register for an initiative. Please check the Call for Entries’s Eligibility Criteria to confirm if you need to submit with an Organization.

## Applicant Information

Submit as an Organization

Submit as an Individual

### 1. Submitting as an Organization

- Select the Organization you wish to submit with.
- If you are associated to any Organizations, you should see the names of the organizations in the drop down menu.
- If you need to Create an Organization, please refer to the [process here](#).

#### Applicant Information

Submit as an Organization

Submit as an Individual

#### Select Applicant Company

--Select--

#### Declaration

Yes  No Is the Applicant Company under Canadian Control within the meaning of the [Investment Canada Act](#) ?

### 2. Submitting as an Individual

#### Applicant Information

Submit as an Organization

Submit as an Individual

#### Declaration

Yes  No Are you a Canadian citizen within the definition of the [Citizenship Act](#) or a permanent resident within the definition of the [Immigration and Refugee Protection Act](#) ?

You can now continue to complete the Call for Entries and Submit it, or save it as a Draft.

# Saving a Draft

If you need to continue the Submission later, you can click on the **“Save Draft”** button at the bottom right of the Call for Entries.

CANCEL

SAVE DRAFT

SUBMIT

To find your Saved Draft, you can navigate back to the **Calls for Entries dashboard**, and you will see **“View Drafts”** next to the Call for Entries you have a Saved Draft for. Clicking on **“View Drafts”** will lead you to the **“My Submissions”** Dashboard.

TELEFILM CANADA PARTNER OF CHOICE

EVENTS **CALLS FOR ENTRIES** MY SUBMISSIONS

Events & Initiatives

Search Calls for Entries SEARCH DEADLINE (EST) Any - Any TYPE Any EVENT Any

Drafts	Submit	Call for Entries Name	Event Name	Deadline (EST)	Call Type
<b>View Drafts</b>	SUBMIT	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Oct 13, 2023 00:00:00	Canada Pavilion
	SUBMIT	Producers Without Borders 2024	Berlinalde   European Film Market (EFM) 2024	Oct 12, 2023 00:00:00	Producer Initiative

Another way to find your Saved Draft is to navigate to the **My Submissions dashboard**. Under **“My Submissions In Progress”**, you will see your **Draft with an “Edit”** button next to it.

TELEFILM CANADA PARTNER OF CHOICE

EVENTS CALLS FOR ENTRIES **MY SUBMISSIONS**

Events & Initiatives

**My Submissions In Progress**

Search submissions SEARCH CALL FOR ENTRIES NAME Any STATUS Any CREATION DATE Any - Any

EVENT Any DEADLINE (EST) Any - Any SUBMISSION DATE Any - Any

ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
500069	<b>EDIT</b>	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Draft	Oct 13, 2023	Sep 1, 2023		dialogue.user49@gmail.com

**Submissions History**

Search submissions SEARCH CALL FOR ENTRIES NAME Any STATUS Any CREATION DATE Any - Any

EVENT Any DEADLINE (EST) Any - Any SUBMISSION DATE Any - Any

ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
No items available								

Click on the **“Edit”** button to continue your Draft.

TELEFILM CANADA PARTNER OF CHOICE

EVENTS CALLS FOR ENTRIES **MY SUBMISSIONS**

Events & Initiatives

**My Submissions In Progress**

Search submissions SEARCH CALL FOR ENTRIES NAME Any STATUS Any CREATION DATE Any - Any

EVENT Any DEADLINE (EST) Any - Any SUBMISSION DATE Any - Any

ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
500069	<b>EDIT</b>	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Draft	Oct 13, 2023	Sep 1, 2023		dialogue.user49@gmail.com

# My Submissions Dashboard

Within the **My Submissions** dashboard, you can **Search for Submissions**, Filter by **Call for Entries**, Filter by **Status**, Filter by **Creation Date**, Filter by **Event**, Filter by **Deadline**, and Filter by **Submission Date**.

In the two dashboards, you will see the **Submission ID**, the option to **Edit or View your Submission in Progress**, the **Call for Entries Name**, **Event Name**, **Status of the Submission**, the **Deadline**, the **Creation Date**, the **Submission Date**, and the **Submitter Username**.

The screenshot shows the 'My Submissions' dashboard. At the top, there is a navigation bar with 'TELEFILM CANADA PARTNER OF CHOICE' logo, 'EVENTS', 'CALLS FOR ENTRIES', and 'MY SUBMISSIONS' (highlighted). On the right, there is a user profile icon and 'Events & Initiatives'.

### My Submissions In Progress

Search:  SEARCH

CALL FOR ENTRIES NAME:  STATUS:  CREATION DATE:

EVENT:  DEADLINE (EST):  SUBMISSION DATE:

ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
500069	<a href="#">EDIT</a>	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Draft	Oct 13, 2023	Sep 1, 2023		dialogue.user49@gmail.com

### Submissions History

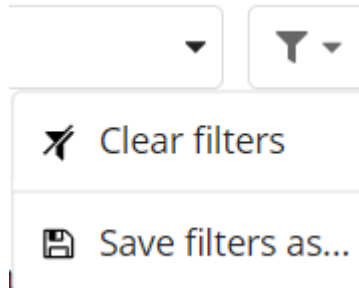
Search:  SEARCH

CALL FOR ENTRIES NAME:  STATUS:  CREATION DATE:

EVENT:  DEADLINE (EST):  SUBMISSION DATE:

ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
No items available								

You can create and save Filter Views as well.



The **My Submissions Dashboard** is split into two parts:

### 1. My Submissions in Progress

- This is a summary of all of the Submissions that are **currently in progress**.
- This includes Saved Drafts and Submissions that **have not yet been evaluated** (draft or submitted).

#### My Submissions In Progress

ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
500069	<a href="#">EDIT</a>	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Draft	Oct 13, 2023	Sep 1, 2023		dialogue.user49@gmail.com

### 2. Submissions History

- This is a summary of all of the **Submissions that have been evaluated** (accepted, rejected, conditionally accepted, etc.).

#### Submissions History

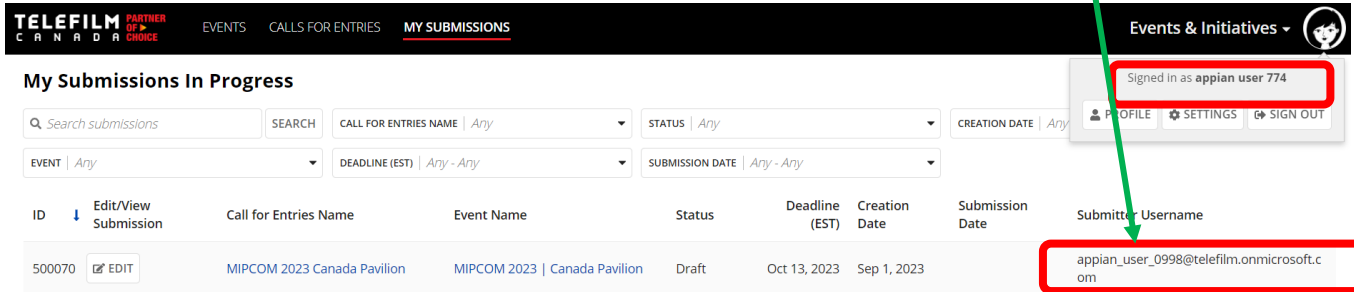
ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
500069		MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Accepted	Oct 13, 2023	Sep 1, 2023		dialogue.user49@gmail.com

## Working with Your Colleague

If you are submitting as an **Organization**, you and your colleagues can work together on the same Submission.

If your Organization has multiple Members, any of the Organization's Members may begin and submit to a Call for Entries.

If you or a colleague has saved a Draft for a Call for Entries for your Organization, **other Members of your Organization** will be able to see the Draft under the **My Submissions dashboard**.

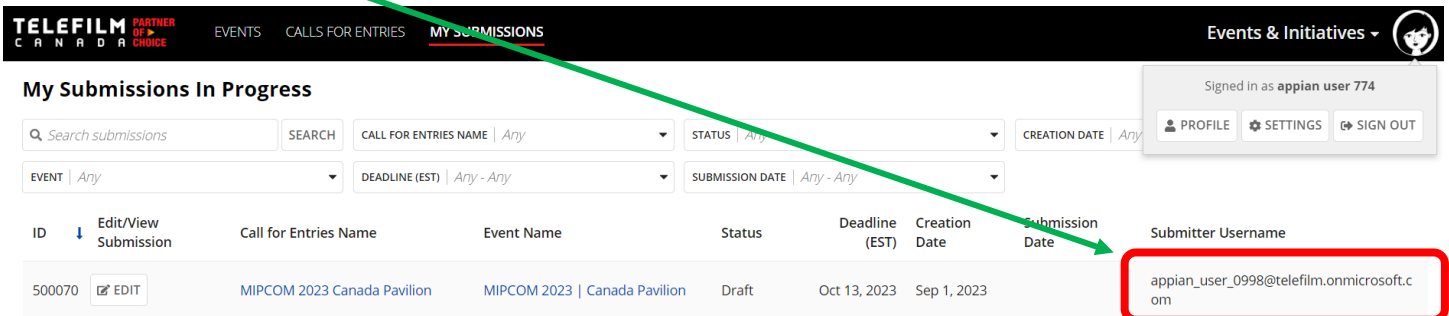


The screenshot shows the 'My Submissions In Progress' dashboard. At the top, there is a navigation bar with 'TELEFILM CANADA PARTNER OF CHOICE', 'EVENTS', 'CALLS FOR ENTRIES', and 'MY SUBMISSIONS'. A user profile dropdown is visible in the top right, showing 'Signed in as appian user 774' and options for 'PROFILE', 'SETTINGS', and 'SIGN OUT'. Below the navigation bar, there are search and filter options for 'Search submissions', 'CALL FOR ENTRIES NAME', 'STATUS', 'CREATION DATE', 'EVENT', 'DEADLINE (EST)', and 'SUBMISSION DATE'. A table lists submissions with columns: ID, Edit/View Submission, Call for Entries Name, Event Name, Status, Deadline (EST), Creation Date, Submission Date, and Submitter Username. A submission with ID 500070 is highlighted, with its status 'Draft' and Submitter Username 'appian\_user\_0998@telefilm.onmicrosoft.com' circled in red. A green arrow points from the text above to the Submitter Username column.

ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
500070	<a href="#">EDIT</a>	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Draft	Oct 13, 2023	Sep 1, 2023		appian_user_0998@telefilm.onmicrosoft.com

*Note the different users*

Your colleagues will be able to continue the Submission as well. The **Submitter Username column** will be updated with the **last User to edit the Submission** should you need to contact your colleague regarding the Submission.



This screenshot is identical to the one above, showing the 'My Submissions In Progress' dashboard. A green arrow points from the text above to the 'Submitter Username' column of the submission table, which contains the email address 'appian\_user\_0998@telefilm.onmicrosoft.com' circled in red.

ID	Edit/View Submission	Call for Entries Name	Event Name	Status	Deadline (EST)	Creation Date	Submission Date	Submitter Username
500070	<a href="#">EDIT</a>	MIPCOM 2023 Canada Pavilion	MIPCOM 2023   Canada Pavilion	Draft	Oct 13, 2023	Sep 1, 2023		appian_user_0998@telefilm.onmicrosoft.com

Similarly, if a colleague of yours begins a Submission, you will be able to continue and submit the Submission on behalf of your Organization.

## QUESTIONS AND CONTACT INFORMATION

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- Should you have questions about the submission process or the specific event or initiative, you can find the contact information on the Event's microsite on Dialogue Events. You can also contact [DL-festivals@telefilm.ca](mailto:DL-festivals@telefilm.ca) or check the [Calls for Entry](#) page.
- For technical support, please contact [services@telefilm.ca](mailto:services@telefilm.ca)
- For questions regarding your company's registration on Dialogue, please email [enr@telefilm.ca](mailto:enr@telefilm.ca)
- If you are looking to apply for a Telefilm Program (including funding), please consult the [program's webpage](#).