**SPEAKER PROPOSAL SUBMISSION FORM**

**ESL-C Conference at the Red Deer, November 15 & 16, 2013**

**Submission Deadline: Sept.30, 2013**

**Please email this form to:** eslcconference@gmail.com

Please write “ESL-C Call for Presenters” in the subject area of the email

You will receive an email within 1-2 days to let you know that we have received your submission. Please contact us if you do not receive an email shortly after submitting your proposal (Patti Sinclair – 403-347-5650). Please include a headshot (jpeg) with your speaker proposal and session write up.

**Presenter 1: Presenter 2:**

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| --- | --- | --- | --- |
| Name |  | Name |  |
| Home Address |  | Home Address |  |
| City, Prov. |  |  | City, Prov. |  |  |
| Postal Code |  | Postal Code |  |
| Phone # |  | Phone # |   |
| Fax # | ( )  | Fax # | ( )  |
| Email\*\* |  | Email\*\* |  |
| Alternate Email |  | Alternate Email |  |

**\*\*an Email address is required as all communication will be electronic**

**Remuneration**

\*Please be advised that speakers who are accepted will be offered a reduced rate of $150.00 for conference **registration** fee.

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| --- | --- |
| Please print name(s) for nametags  |  |
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#### Presentation Data

1. Length of Presentation: *(double click in one box only)*

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| --- |
| **[ ]** Session - 50 minute presentation |
| **[ ]** Session - 60 minute presentation |

Would you be willing to repeat your session? **[ ]** Yes **[ ]**  No

1. Indicate the type of presentation you are proposing: (double click in the box of your choice)

**[ ]** Interactive workshop

**[ ]** Lecture

**[ ]** Lecture with Interactive elements

**[ ]** Panel discussion

1. Select the knowledge and experience level of your target audience. (double click in the box of your choice)

 **[ ]**  Beginner – learning – just starting in the workplace learning field

 **[ ]** Intermediate – considerable exposure to workplace experience

 **[ ]** Advanced – professionals who demonstrate some mastery in the workplace learning field

 **[ ]** All – session is aimed at all levels of learning professionals

1. I/we PREFER to present (double click all boxes that apply).

**Also type** UNAVAILABLE in RED **beside any time slot for which you are not available to present.**

 **[ ]**  Friday AM

 **[ ]** Friday PM

 **[ ]** Saturday AM

1. Intended Audience: *(double click all boxes that apply)*

**[ ]  Pre-K [ ]  K [ ]  Gr. 1-3 [ ]  Gr. 4-6 [ ]  Gr. 7-9 [ ] Gr. 10-12**

**[ ]  Admin/Coordinators [ ]  General**

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|  |  |  |  |  |  |  |

**Items 6-8 must be exactly as you wish your session described in the conference booklet. The program committee reserves the right to condense descriptors that exceed the maximums as outlined below:**

1. Presentation Title: *Max 7 words*

|  |
| --- |
| Presentation Title:  |

1. Description of Session: *Max 150 words*

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1. Biography/CV: *1 speaker: Max 100 words*

*2+ speakers: Max 50 words each*

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| --- | --- |
| 1. Maximum Group Size:
* Up to 30 people
* Over 30 people
 |  |

1. AV & Other Requirements: *If equipment is required, please provide a* ***detailed*** *listing and we will* ***endeavor*** *to accommodate you. Please include any requirements for special room set-up. The standard set-up is theatre-style.* ***We are unable to provide any laptop computers. Internet is available in all meeting rooms.***

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1. Handouts may be put onto a web site with a link that all conference delegates will receive. Please submit all handouts electronically with your proposal. Handout submissions will only be accepted until the end of the day, October 31, 2013. If you prefer to have printed handouts for the delegates at the time of your presentation, you will need to provide these.
2. Are there any proprietary products or services that will be pitched during the session?

(double click in the box of your choice)

 **[ ]** Yes **[ ]** No

13. Have you spoken at the Provincial English as a Second Language conference in the past? (double click in the box of your choice)

 **[ ]** Yes **[ ]**  No

Sessions that show products and services are welcome to the conference but must be identified as such to ensure a variety of options.

*In making application for membership in a specialist council, you are voluntarily providing your personal information and consenting to its collection, use and disclosure for all purposes connected with your participation as a member of the council. In registering for this specialist council conference, you are voluntarily providing your personal information and consenting to its collection, use and disclosure for all purposes connected with your attendance at this conference.*