



CEIA 2019

**EXPERIENTIAL LEARNING
ON THE RISE**

CEIA 2019 Conference Call-for-Proposals Submission Form

Number of Facilitators/Presenters

How many individuals will facilitate/present this proposed session?

- 1
- 2
- 3



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Facilitators & Presenters Information

Please provide names and contact information for yourself and possible co-facilitators/presenters :

CONTACT INFORMATION FOR FACILITATOR/PRESENTER #1

* Facilitator/Presenter #1 First Name:

* Facilitator/Presenter #1 Last Name:

* Facilitator/Presenter #1 Position Title:

* Name of Company/College/Organization Facilitator/Presenter #1 will Represent During This Session:

* Facilitator/Presenter #1 Email Address:

* Facilitator/Presenter #1 Phone Number:

Facilitator/Presenter #1 LinkedIn URL (optional):

Facilitator/Presenter #1 Twitter Handle (optional):

Twitter Handle of Organization Facilitator/Presenter #1 Represents (optional):

* Provide a brief (max of 500 characters) biography of Facilitator/Presenter #1:

CONTACT INFORMATION FOR FACILITATOR/PRESENTER #2

Facilitator/Presenter #2 First Name:

Facilitator/Presenter #2 Last Name:

Facilitator/Presenter #2 Position Title:

Name of Company/College/Organization Facilitator/Presenter #2 will Represent During This Session:

Facilitator/Presenter #2 Email Address:

Facilitator/Presenter #2 Phone Number:

Facilitator/Presenter #2 LinkedIn URL (optional):

Facilitator/Presenter #2 Twitter Handle (optional):

Twitter Handle of Organization Facilitator/Presenter #2 Represents (optional):

Provide a brief (max of 500 characters) biography of Facilitator/Presenter #2 :

CONTACT INFORMATION FOR FACILITATOR/PRESENTER #3

Facilitator/Presenter #3 First Name:

Facilitator/Presenter #3 Last Name:

Facilitator/Presenter #3 Position Title:

Name of Company/College/Organization Facilitator/Presenter #3 will Represent During This Session:

Facilitator/Presenter #3 Email Address:

Facilitator/Presenter #3 Phone Number:

Facilitator/Presenter #3 LinkedIn URL (optional):

Facilitator/Presenter #3 Twitter Handle (optional):

Twitter Handle of Organization Facilitator/Presenter #3 Represents (optional):

Provide a brief (max of 500 characters) biography of Facilitator/Presenter #3 :



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Session Title & Description

If proposal is accepted, all information collected on this page will be distributed on the CEIA website, printed program and conference app.

* Session Title

* Session Description (max of 500 characters)



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Session Format, Intended Audience & Type

* Select the preferred format of your presentation:

- Interactive Breakout Session
- Hot Topic Roundtable Discussion
- Speed Session
- Lightning Session (Pecha Kucha or Ignite Style)

* Explain why your proposed session should be delivered in the preferred format you selected (max of 250 characters):

* Are you willing to adapt your session to another format to increase consideration for acceptance.

- Yes
- No

What other formats would you be willing to consider for your presentation? Please select one.

- Interactive Breakout Session
- Hot Topic Roundtable Discussion
- Speed Session
- Lightning Session (Pecha Kucha or Ignite Style)

Please explain how you would adapt your presentation for another format (max of 200 characters):

* Indicate the audiences that would benefit most for your proposed session (please select up to 3):

- Career Advisors
- College Administrators
- Cooperative Education Practitioners
- Internship Practitioners
- Employers (includes HR Specialists, On-Site Supervisors and Recruiters)
- Employer Relations Specialists
- Faculty
- Other (please specify)

* Indicate the topics discussed in your proposed session (select up to 3). For a full description of each topic, please visit the call-for-proposals section of the CEIA website: <http://www.ceiainc.org/call-for-proposals>

- Administration and Operations
- Assessment, Outcomes, and Research
- Budget and Compensation
- Campus Partner and Employer Relations
- Development, Evaluation and Supervision
- Diversity and Inclusion
- Innovation and Technology
- Marketing and Recruitment
- Legal and Risk Management
- Program Curriculum & Design
- Other (please specify)

* Explain how your session relates to your first topic choice (max of 200 character):

* Explain how your session relates to your second topic choice (200 character limit):

* Explain how your session relates to your third topic choice (max of 200 characters):



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Explanation of Proposed Session (for proposal reviewers)

Information requested on this page will provide the proposal reviewers additional context and detail about your proposed session. The responses to this section will be part of the evaluation of each proposal.

* Outline the content of your session (350 character limit):

* Please explain how this proposed session strengthens the field of career and experiential learning (answer must be 350 characters or less):

* Why is your proposed session relevant and important for conference attendees? (350 character limit)

* Please list the first learning outcome for attendees of your proposed session (What do you intend for attendees/participants will learn/take-away from your proposed session) (200 character limit):

* Please list the second learning outcome for attendees of your proposed session (What do you intend for attendees/participants will learn/take-away from your proposed session) (200 character limit):

OPTIONAL: Please list the third learning outcome for attendees of your proposed session (What do you intend for attendees/participants will learn/take-away from your proposed session) (200 character limit):

* Describe how your session will be interactive (350 character limit):

Special Note: Agreeing to Build A Session in An Offline Format

Internet connectivity will not be available at the conference venue in the room where you will be potentially be presenting. We know that sometimes members who submit proposals begin to plan for their presentation even in advance of being advised of the acceptance of their presentation proposals, so we wanted to be sure that you are aware of this limitation as early as possible.

In addition, presenters should not count on personal hotspots or other internet connectivity devices working reliably or at all in conference spaces, as those rely on mobile service which is typically spotty or entirely unavailable as conference presentation rooms are many times at lower levels or in interior spaces where mobile service does not extend.

* Please initial the box below to indicate that you will not plan a presentation that requires a live internet connection to be a available in order to be successful.

Before you submit, please print a copy for your records.

When you click Submit Proposal below, the submission form will close. On the next screen, another screen will appear and "Thank you for taking this survey" will flash in green.

If you do not receive that notice, submit again or contact Andrew Harper, Programs Committee Chair at 512.448.8572 or andrewh@stedwards.edu.

All submitters will receive official notification by December 14, 2018.