ISC X Session Facilitator Commitment

This information is required in order for your session to be listed.

Name: _____

Presentation Title: _____

Presentation Type: Workshop _____ Best Practice _____ Discussion Group _____

Presentation Length (*time slots are 1.5 hours*)**:** _____

Abstract (*50 words or less*)**:**

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Session Outcomes (*be brief*)**:**

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Your Expertise in this Subject:

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The following are required in order to facilitate a session:

1. **Workshops (Instructional content)**
   a. Comprehensive topic abstract for use on the conference webpage and Learner Journal
   b. Defined learning objectives and relevant content.
   c. Quality presentation materials i.e. PPT, posters, flipcharts, etc.
   d. Participants Guides aligned with the topic
   e. Interactive participant activities

2. **Best Practices (Sharing of established processes)**
    a. Comprehensive topic abstract for use on the conference webpage and Learner Journal
    b. Presentation material defining and describing the methodology
    c. Handouts that enable replication of the practice and note-taking
3. **Discussion Groups (Common issues in need of solutions)**
    a. Comprehensive topic abstract for use on the conference webpage and Learner Journal
    b. Handouts that define the topic and list issues common to most situations.

The purpose of ISC X learning sessions is to help instructors enhance their teaching and/or training skills. Sessions may not contain reference to any specific product or company, and need to be centered on concepts rather than specific product solutions.

☐ Please mark this box if you are attending the conference as a presenter **only**. Due consideration will be made in setting up the workshops to accommodate schedules**.** The registration fee is not required when attending just to present a workshop.

- **Please bring your own laptop for slide presentations to avoid any software complications.**
- **NAPTA LCD projectors have HDMI cables for video connection.**

Organization: _____ **Job Title:** _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ **Email:** _____
Date: _____

Please Fill out, Save, and EMAIL this form <u>along with an outline of your presentation</u> to <u>director@naptaonline</u> as soon as possible.

- **By August 1ˢᵗ we ask that you provide a final version of your presentation for review and approval by the Events Committee.**

- **We also ask that you provide the NAPTA a copy of your presentation that can be shared after the conference with participants (and those who could not attend) on our website.**