



# Education Workshop Proposal Submission Form

Please complete this form outlining your Educational Workshop Proposal. After completion, submit this form to [www.d96fallconference.ca/educations.php](http://www.d96fallconference.ca/educations.php).

If you have any questions regarding submissions or the selection process, contact the District 96 Fall 2016 Conference Education Chair, Camilo Reyes at [camilo\\_reyes@yahoo.com](mailto:camilo_reyes@yahoo.com).

## Personal Information

FIRST NAME

LAST NAME

STREET ADDRESS

CITY & PROVINCE

E-MAIL

PHONE(S)

BEST TIMES TO REACH YOU

## Toastmasters Information

ARE YOU CURRENTLY A TOASTMASTER?

☐

YES

☐

NO

IF YES:

WHAT IS YOUR DESIGNATION (CC, CL, ACB, DTM ETC)?

WHAT IS YOUR CLUB INFORMATION (NAME AND CLUB NUMBER)?

## Speaking Experience

### Past Presentations

Describe previous presentation experience such as venues, audiences, dates, topics, and purpose such as continuing education, etc.

#### Presentation 1 TITLE OR TOPIC

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AUDIENCE, VENUE OR PURPOSE

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DATE

LENGTH

AUDIENCE SIZE

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#### Presentation 2 TITLE OR TOPIC

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AUDIENCE, VENUE OR PURPOSE

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DATE

LENGTH

AUDIENCE SIZE

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#### Presentation 3 TITLE OR TOPIC

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AUDIENCE, VENUE OR PURPOSE

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DATE

LENGTH

AUDIENCE SIZE

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Please share information about your years of teaching and presentation experience inside and outside of Toastmasters.

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### Additional Information

Include Website, Social Media Links, Video Links, etc.

### References

Provide References, Testimonials, Evaluations, and Link to Video Sample(s), etc.:

## District 96 Spring 2016 Conference Education Session Submission

### Speaker's Bio

Share 150 words about you, and attach a recent head shot. If you are selected, these may be used in publications and promotions for the District 96 Fall 2016 Conference and your session.

### Education Session Details

Within the one hour:

50 minutes is allocated for the Educational Workshop.

10 minutes is allotted for: room set up, seating, distribution of handouts, Speaker Introduction, written evaluations, a formal thank you to the presenter and time to clear the room.

### Education Track for this Submission

**Select only one**

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Communication

☐

Leadership

☐

Personal Development

Your Education Session

PRESENTATION TITLE

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45 MINUTE DETAILED TIME REFERENCED OUTLINE (ITEMIZE HOW YOU WILL USE THE ALLOTTED TIME).

DESCRIBE INTERACTIVE ACTIVITIES AND AUDIENCE PARTICIPATION

SHARE AT LEAST 3 LEARNING OBJECTIVES

#### EDUCATION SESSION DESCRIPTION FOR MARKETING AND PR

In 75 words, describe your Education Session and the key benefits of participation for the audience. If possible, choose words appropriate to our Conference theme: "Explore! Experience! Empowered!". The Conference Committee may revise/edit them for clarity and brevity.

#### EQUIPMENT REQUIREMENTS

Presenters are responsible for preparing and producing their own visual aids including handouts. The Conference team will provide a moderator to introduce you.

Do you need any of the following? ☐ Projector ☐ Screen ☐ Table ☐ Flipchart

Other

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#### WILL YOU BE SELLING PRODUCTS?

If Yes, Please Describe: