Call for Proposals: Preconference Intensives

Introduction and Question Preview

We are so pleased that you are submitting a proposal for one of these full-day, intensive workshops that will take place on Friday, September 29, 2018, in advance of the 2018 ASTC Annual Conference.

Intensives offer a chance for participants to connect and network with peers along occupational and topical interests. These workshops will focus on topics within the three conference tracks: Leadership and Professional Development, Business Operations, and Content and Design.

To help prepare your proposal, a preview of the application is available [link]. Please craft your proposal offline before submitting them via SurveyMonkey; once you click “submit” at the end of this process, your proposal cannot be edited.

For more information about the proposal guidelines, and benefits for session leaders and presenters, visit the ASTC blog [LINK TO BLOG].

If you have any questions, please contact conference@astc.org or reference the call for proposals.

Deadline for submissions: Friday, February 9, at 11:45 p.m. ET

Session Leader

Please tell us about the session leader and presenters.
Enter N/A if a field is not applicable.

Proposal Preview- proposal must be submitted via SurveyMonkey.
* 1. Session Leader Information:

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Provide a brief description of the session leader's experience or qualifications (100 words or fewer).

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* 2. Would you like to add another presenter?

- [ ] Yes
- [ ] No

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3. Presenter #1:

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Provide a brief description of the presenter’s experience or qualifications (100 words or fewer).

* 4. Would you like to add another presenter?

- [ ] Yes
- [ ] No

Proposal Preview

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5. Presenter #2:

Name

Title

Institution

Address

City

State/Province

Country

Email

Provide a brief description of the presenter's experience or qualifications (100 words or fewer).

* 6. Would you like to add another presenter?

- [ ] Yes
- [ ] No

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7. Presenter #3:

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Provide a brief description of the presenter’s experience or qualifications (100 words or fewer).

* 8. Would you like to additional presenters?

- [ ] Yes
- [ ] No

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Please note: Additional presenters (more than four) can be added on live proposal form. The preview has been edited for space.
Preconference Intensive Information

22. Preconference Intensive title (15-word maximum):

23. Which conference track will your preconference Intensive address?
   - Leadership and Professional Development
   - Business Operations
   - Content and Design

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24. Which topic under the Leadership and Professional Development track will your preconference Intensive most closely address?
   - Leadership
   - Organizational governance
   - Career development
   - Volunteer engagement
   - Strategic planning
   - Future directions for the field

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25. Which topic under the Business Operations track will your preconference Intensive most closely address?

- Administration
- Buildings and operations systems
- Communications, public relations, and marketing
- Development and member relations
- Income generation
- Human resources management

Proposal Preview

26. Which topic under the Content and Design track will your preconference Intensive most closely address?

- Community engagement and outreach
- Education and programming
- Exhibits and environments
- Immersive media and experiences (planetariums, large-format films, stereoscopic theaters, simulators, etc.)
- Research and evaluation

Proposal Preview

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* 27. Audience experience level for your preconference Intensive
   - Beginner
   - Advanced
   - Both (beginner in the morning, advanced in the afternoon; or could apply to any level)

28. What is the maximum number of attendees?

* 29. Site requirements (check all that apply):
   - Session room (round tables and theater-style seating)
   - Science Center setting
   - Special room requirements (please describe below)

* 30. Have you presented this session before?
   - Yes
   - No

31. You indicated that you have presented this session before; please tell us the following:
   - Where:
   - Year:
   - What feedback, if any, did you receive?
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**Description**

* 32. Describe the content focus for your preconference Intensive. Why is this content area interesting and useful to potential attendees?

* 33. Describe your target audience and how the preconference Intensive would be useful to professionals from a wide range of institutions?

* 34. List the learning objectives of your preconference Intensive. What knowledge and skills will participants gain?

* 35. Describe how the preconference Intensive will address the 2018 ASTC Annual Conference theme of reinvention.

* 36. Describe how the preconference Intensive will be conducted. Include an approximate timeline and structure of the Intensive. What activities will you use? What will attendees do?
* 37. Please provide a 100-word description for use in the ASTC 2018 conference app, online program, printed program, and promotions. ASTC reserves the right to edit descriptions

38. Are you ready to submit your session proposal?

- Yes, my proposal is complete.
- No, this proposal is not complete.