

***LGTW* Presentation Proposal Application Information**

MACD invites individuals or organizations with an interest in presenting at *LGTW 2023* to submit a brief session outline for consideration using the Presentation Proposal Form and encourages you to inform colleagues or students of this opportunity.

Submitting a proposal is not a commitment to present at the conference. If you submit a proposal and you are selected to present, you will receive a formal email invitation in August with further details and at that time you will be given a deadline to accept or decline the invitation.

Submission Deadline

Your submission must be received **no later than 11:59 pm CT, Friday, June 16, 2023** to be considered for inclusion in the *LGTW 2023* conference program. Late proposals will be automatically added to a waitlist for consideration if spots become available.

Before Starting Your Proposal Form

The following will be among the information requested on the Presentation Proposal Form. Please have these ready prior to starting the form:

- Type of presentation: Presentation, panel, roundtable, community consultation or other with a clear understanding of the audience and why this is important to this year's conference theme: Career Development's Innovative and Visionary Solutions to Complex Challenges
- Session title up to 10 words, up to 150-word abstract, and 3 learning outcomes of up to 10 words each
- Names, contact information and up to 35-word biographies for each presenter
- Accessibility needs (optional)
- Social media handles (optional)

Photos of each presenter will be requested upon acceptance of proposal (high-resolution: 300 dpi, larger than 800 px width) in either JPEG, EPS or TIFF format. Each photo **MUST** use the following naming format: Last name, First name. (For example: Smith, Alexis)

MACD's LGTW 2023 Presentation Proposal Application Form

Conference Date- November 3, 2023

Contact Info

First and Last Name

Position and Company/Organization

Email & Mailing Address

Please submit a brief bio. (35-word max)

Accessibility Needs (optional)

Social Media Handles (optional)

If you are planning to present with a co-presenter, please provide the same information as above for the co-presenter.

Presentation Information

Presentation Title (up to ten words)

Presentation Abstract (up to 150 Words) The abstract should clearly outline an overview of the session's content and learning outcomes. If your proposal is selected, this information will be used for promotional purposes.

Three Learning Outcomes (up to ten words each).

With a clear understanding of the audience and why this is important to this year's conference theme: Career Development's Innovative and Visionary Solutions to Complex Challenges, what do you want attendees to take away from your session?

1.

2.

3.

Type of Presentation

Presentation

Panel

Roundtable

Community Consultation

Other (please describe)

We encourage you to propose sessions that are engaging and interactive in the in-person format. Please describe how you will do this:

This session will be of particular interest to (check all that apply)

Educators

Career and Workforce Development Professionals

Service Providers

HR Specialists

Counsellors & Social Workers

Government Workers/Policy Analysts

Other (please describe)

Please provide us with any additional information you would like us to consider as we review your application.

If the Steering Committee selects your presentation proposal, you will be notified by email. At that time, you will also be asked to submit your photo for promotional purposes.

On behalf of MACD, thank you very much for your interest in presenting at LGTW and your time in completing this proposal application!

If you have any questions, please contact the LGTW Steering Committee at lgtw@macd-mb.org.