

ACT – A Community of Transformation

Request for Presentation

Application

Presentation title: Limit to 7 words, if possible, expressing a straightforward explanation of the primary content of your presentation.

Skill Level:

- Basic – for individuals with little or no experience with the subject
- Intermediate – for individuals with moderate exposure to the subject
- Advanced – for individuals with extensive knowledge in the subject

Presentation Overview: (to include)

- Session objectives (2 or more – max of 20 words each).
- Three learning objectives or outcomes.
- What will the attendees leave with (thoughts, ideas, etc.)?

Biographical Information: (100-word max)

- Briefly, describe something about your personal experience, inspiration, training or motivation for presenting at ACT meeting/to ACT meeting attendees.
- List your training, experiences and/or sources for your presentation topic.
- How does your talk fit into the lives of the audience? How might it affect them or improve them in some way?

References and Requirements:

Please provide references from past speaking engagements in addition to the name and mission of your organization, entity, or practice, if applicable.

Engaged/interactive activities are encouraged, as is allowing a designated time for attendee questions.

- It is recommended that presentation be about 75 minutes in duration and include an interactive component with the audience.
- Handouts – if you choose to make handouts, please plan to make 35-55 copies. Please ensure that the ACT Education Committee Chair has an electronic copy of any handouts.

Session Requirements

- Audio visual requirements:
- Computer presentation (e.g., power point) – presenter provides own laptop and remote control

- ___ Flip Chart with markers
- ___ Other:

Please note that speaker engagements/talks are not to be commercial in nature. They serve to provide an opportunity to share knowledge/information of benefit to the audience, rather than for use to promote personal products or services. However, there is a Literature Table where you can place books, pamphlets, newsletters, business cards, or flyers which promote work, holistic health, healing and/or consciousness raising activities, services, and products.

Presenter:

Name: _____

E-Mail Address: _____

Phone: _____

Mailing address: _____

If it is a shared/joint presentation, please also provide the name and pertinent information of the other person(s) presenting.

Selection Process Application Review:

The ACT Education committee will review all Presenter Applications.

Selection criteria include:

- Alignment with ACT's Mission and Goals (See Website: <https://actannapolis.org>)
- Timeliness of topic
- Presenter qualifications and experience
- Practical information and its application
- Engaging audience with some interactive activity
- References from past speaking engagements

Additional information may be requested by the selection committee.

Presenter Application Submission:

Please submit your application to Carol Robbins at Drcarolrobbins@gmail.com.