Workshop or Seminar or Poster

Education for Business Sustainability

**Directions:** Complete form adding space as needed. Include your session-description and a digital picture.

Please limit your proposal to three pages. **Send completed form** to your country’s Professional Development Committee member or to Tamra Davis, PDC-chair (e-mail: tdavis2@ilstu.edu) by **January 31, 2015**. Notification of decision will be by **February 28, 2015**.

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| --- | --- |
| Title |  |
| Indicate: W (Workshop) **or** P (Presentation)**or** PO (Poster) |  | **Workshops, Presentations, and Posters may be either research-based or practice-based. Research-based submissions should follow a clear structure and include aims, methodology, findings, and scientific/educational significance. Practice-based submissions should provide insight into essential aspects of business and business education, focus on innovative practice experiences, or reflect upon developments relevant for business educators at a national and international level. Visual aids and/or hand outs are expected for all types of submissions.****W** (Workshop): must address the topic given; 90 minutes session; a workshop may be repeated if time allows in the program. Ideally, the workshop presenter/s will use about 20 to 30 minutes of the session time to introduce the topic and the remainder of the session will consist of audience interaction.**P** (Presentation): should address the topic given; can be given by two or three presenters from different countries to present a shared project, used as a round table. Is a 60-minute session; includes an overview (about 30-40 minutes) of the topic with a question and answer period. **PO** (Poster): may be from an individual, group of individuals, institutions, or agencies. Institution/Agency posters may be used to showcase best-practices and/or programs related to business education. The poster may discuss educational practices, research, or programs within an institution. |
| Indicate: R (Research-based) **or** P (Practical-based) |  | **R** (Research-based)**P** (Practice-based)I (Institution/Agency Information) |
| Presenter’s Name |  |
| Presenter’s Email Address |       |
| Presenter’s Complete Address |       |
| Presenter’s Telephone Number |       |
| Presenter’s expertise or experiences that relate to proposal topic |       |
| Abstract of Session (maximum 75 words) This abstract will be published in the printed conference program. |  |
| Description of Session Content (maximum 250 words) This description will be posted on the organization’s website prior to the conference |       |
| Objectives of session |       |
| Session attendees will be able to |       |
| Suggested Audience |       |
| Handouts (to be distributed at session by presenter/s) |       |
| Audiovisual/Multimedia Aids requestedNOTE: Presenters must provide their own laptop if a computer is needed. Projectors will be provided. |       |
| Remarks |       |
| Your digital picture |       |