

april 18-21, 2020



phoenix, arizona

nirsa annual conference and campus rec & wellness expo

Presentation Proposal Checklist – Showcase Session (10 Minutes)

Preparing to submit a proposal for an educational session at the 2020 NIRSA Annual Conference? Here's a rundown of the information you will need to input into our online proposal system at nirsa.org/nirsa2020

To get started, enter a Program Proposal Title (Presentation Title – 150 characters)

- A creative title can entice an audience, but make sure people can get a sense of the topic

Then select, Showcase Session as the session type.

1. Presenter Information

- Be prepared to list for the lead presenter and any co-presenters the following information:
 - Position, Institution, Qualifications & Presenter Experience, Educational Background, Years in the Field

2. Showcase Session Description

- Session Description – A basic overview of your initiative, program, or practice and why it is relevant
- Session Elements – A quick outline of how you will present your session such as steps to create or develop your idea, collaborative partners, and evaluation tools used to demonstrate success
- Short Summary (500 characters) – The summary that is shown in the event app & marketing materials

3. Showcase Topic

Choose only one from the following:

- Campus Collaborations
- Programs for Underrepresented Populations
- Communicating the Impact of Campus Recreation
- Infusing Health & Wellness into Programs
- New Student Welcome Events
- Student Staff Training & Development
- Student Leadership Opportunities
- Innovations in Revenue Generation
- Trends in Facility Design & Renovation*
- Equipment & Technology Trends*

** Associate Members are highly encouraged to submit Showcase Sessions, particularly addressing these topic areas*

4. First Look Review Option

- Indicate your interest in receiving First Look feedback regarding your proposal from the Program Committee

5. Presenter Agreement

- Review NIRSA's content and presenter expectations

Submitting your proposal takes TWO clicks. First, click **Save Submission**. Then, click **Submit** to finalize your submission. You may return to edit and resubmit your proposal at anytime prior to the final deadline date.