ATD 2022 TechKnowledge Proposal Template

Proposal Submitter

1. **First Name**
2. **Last Name**
3. **Email**
4. **Office Phone**
5. **Cell Phone**
6. **Company/Institution/Organization**
7. **Position/Title**
8. **Address Line1**
9. **City**
10. **State**
11. **Zip**
12. **Country**

Task 1: Speaker

1. **First Name**
2. **Last Name**
3. **Email**
4. **Company/Institution/Organization**
5. **Position/Title**
6. **Office Phone**
7. **Cell Phone**
8. **Address Line 1**
9. **City**
10. **State**
11. **Zip**
12. **Country**
13. **Speaking Experience (Part 1): Have you ever spoken at ATD TechKnowledge or ATD International Conference & Expo?** (select all that apply)
    - ☐ 2015 ATD International Conference
    - ☐ 2016 ATD International Conference
    - ☐ 2017 ATD International Conference
    - ☐ 2017 TechKnowledge
    - ☐ 2018 ATD International Conference
    - ☐ 2018 TechKnowledge
    - ☐ 2019 ATD International Conference
    - ☐ 2019 TechKnowledge
    - ☐ 2020 TechKnowledge

- ☐ 2021 TechKnowledge
- ☐ None

14. **Speaking Experience (Part 2) Previous ATD Speaking Experience** If you answered NO, please list at least one conference you have presented at with dates and location, the session title, and a conference organizer reference with name and email address.

Please enter <u>N/A</u> if you selected any of the options in Part 1.

15. **Industry Affiliation** Please choose one:
    - ☐ Academic/Education
    - ☐ Association/Non-Profit
    - ☐ Automotive
    - ☐ Construction
    - ☐ Consulting
    - ☐ Financial Services
    - ☐ Government
    - ☐ Healthcare
    - ☐ Hospitality/Travel
    - ☐ Insurance
    - ☐ Manufacturing
    - ☐ Medical/Pharmaceutical
    - ☐ Retail
    - ☐ Sales
    - ☐ Technology
    - ☐ Utilities

16. **Bio** (character limit 500)

17. **Headshot** (file upload) Please upload a digital image (a high-resolution, professionally produced portrait, if possible) for use in conference related materials. By uploading a photo of yourself, you certify that you have the right to distribute the image and you release it for use on the program materials for the event.
    - Formats: .jpg, .png, or .gif
    - At least 300 dpi.
    - At least 600x600.
    - Maximum file size to upload is 16MB.

<u>Task 2: Proposal</u>

1. **Session Title** (Please provide a title for your session limited to no more than 10 words. Please use title case rather than all caps or sentence case. Titles may be edited by ATD.)

2. **Proposal Type** (select one)
    a. **Classroom Session** (These 60-minute sessions should provide knowledge that can be applied immediately. It can be delivered individually or with up to two co-presenters.)
    b. **Hands-On-Learning** (These are computer-based learning labs either 90-120 minutes in length. Ideally, attendees will leave with some practical applications they can utilize in their current roles. Attendees will be asked to bring their own device. You will be asked to outline the necessary specifications and requirements for someone to successfully attend this session. You will be required to provide a workbook for attendees.)

c. **Preconference Workshop** (These one-day sessions should provide in-depth programming to a small audience, which precede the start of the conference. They should be interactive and designed to leave the attendee with a deeper understanding of the subject matter. If this proposal is selected, you will be required to provide a workbook to attendees. ATD offers a small honorarium of $600 OR a full conference registration. You will decide which you would like to receive if your proposal is accepted.)
d. **Panel** (These consist of a moderator and up to 4 panelists. You MUST provide all panelists' names and information in the submission in order to be considered.)
e. **Byte-Size Learning Session** (An immersive learning environment featuring hyper focused sessions that are 30-45 minutes in length consisting of facilitated conversations with subject-matter experts)

3. **Track & Sub-Track** (Please select one sub-track that is listed below)

E-Learning (Track 1) This track cover all aspects of design, development, and evaluation of asynchronous e-learning.

- Development
- Evaluation
- Graphics and Visuals
- Instructional Design
- Performance Support
- Project Management
- Storyboarding and Prototyping
- Transitioning from Classroom to E-Learning
- UX/UI Design

Emerging Technologies (Track 2) This track covers the newest technologies and trends in learning. These topics include the latest developments in existing technologies, as well as brand new innovations.

- 5G
- Adaptive Learning Technologies
- Artificial Intelligence (Machine Learning, Natural Language Processing, and Bots)
- Augmented Reality
- Big Data and Learning Data Analytics
- Blockchain
- Future of work
- Internet of Things (IoT)
- Mixed Reality
- Virtual Reality
- xAPI

Mobile & Social (Track 3) This track focuses on aspects of designing and developing mobile learning content, as well as social, collaborative and knowledge-sharing initiatives.

- Collaboration and Knowledge Sharing

- Design and Development
- Evaluation
- Performance Support
- Social Analytics

Platforms & Tools (Track 4) This track is for designers and developers in small to large organizations who want to stay current and build skills in various platforms and tools.

- Authoring tools
- Knowledge Management Systems
- LMSs
- LXPs
- Open-Source Content
- Podcasts
- Reporting Tools
- Video

Serious Games & Simulations (Track 5) This track covers aspects of games design and development, as well as immersive environments and gamification.

- Game Design and Development
- Gamification
- Immersive Learning Environments
- Simulation Design and Development

Technology Strategy for Leaders (Track 6) This track encompasses topics of interest for the managers and decision makers responsible for implementing technology-based learning initiatives.

- Accessibility
- Assessing New Technologies
- Content Strategy
- Data and Analytics
- Globalization and Translation
- Implementing New Technology
- Learning Ecosystems
- Learning Strategy
- Future Readiness

Virtual Classroom (Track 7) This track covers design methods and delivery options for teaching in a synchronous, online environment.

- Design
- Evaluation
- Facilitation
- Hybrid
- Production
- Transitioning from in Person to Virtual

4. **Target Audience** (Choose up to two (2) from the Target Audience list.)
    - Developer
    - Director/ Executive
    - Manager
    - Instructional Designer
    - Trainer/Facilitator

5. **Attendee Level** (Choose 1 and please consider the level at which this content is appropriate.)
    a. **New Practitioner** (Attendee has little to no experience in this subject matter)
    b. **Intermediate** (Attendee has a good foundation and experience)
    c. **Advance Practitioner** (Attendee will have lots of experience and content should be at a much higher level)
    d. **Leader/Decision Maker** (Attendee is in a leadership position and sets the agenda for their department or organization. Content should be strategy focused and geared towards a senior leader)
    e. **All Levels/General** (Attendees at any level could benefit from this content, as it is more general in nature vs. very specific to experience level)

6. **Abstract Description** (This section is for INTERNAL REVIEW USE ONLY. Our submission process is very competitive. We use a Program Advisory Committee to review and score proposals and make recommendations for final selection. This section should explain to the committee the basic background on your subject matter/topic, what you will discuss in your session, and what prerequisites would be needed to attend. Please think of this section as a deeper dive into your subject matter and be written so the committee can understand exactly what will be delivered to attendees. There is not a character or word limit.)

7. **Session Description** (This is designed to be a short description of your session that, IF SELECTED, would be used for the public-facing program guide, app, website and any potential marketing pieces. Please consider the impact this requirement has, and you should NOT simply repeat what you entered in the ABSTRACT. Think of this area in terms of what would encourage an attendee to come to the session. Text is very limited, so please be succinct. The character limit is 750.)

8. **Applications on the Job** At least one is REQUIRED. These should demonstrate how a learner will be able to apply your session content back on the job. This is in lieu of learning objects. Please use action verbs and action-oriented statements, such as explore, discover, utilize, apply, etc.
    a. **Application on the Job 1** (character limit 125) (
    b. **Application on the Job 2** (character limit 125)
    c. **Application on the Job 3** (character limit 125)
9. **Delivery Method** (character limit 500) (Sessions should be learning experiences with clear application back to the job and should go beyond lecture and slides. Your session should be designed to engage and involve the audience. Please briefly explain how you will deliver the session. For Hands-On Learning please include any special equipment or software required for attendees to fully engage in your content. For 2021 attendees will be asked to bring their own device for Hands On Learning sessions.

IMPORTANT INFORMATION:

- Speakers will be required to bring their own laptops loaded with the appropriate presentation.
- Technical and AV assistance will be available onsite.
- Rooms are set with Wi-Fi, LCD projector, screen, and wireless lavalier microphone.
- Preconference Workshops will be limited to 30 attendees and set in rounds, with an LCD Projector, screen, wireless lavalier microphone and Wi-Fi capability.
- Hands-On-Learning rooms are set classroom style with Wi-Fi, LCD projector, screen, and wireless lavalier microphone.

Task 3: Additional Programming

1. **Onsite Delivery** (select one) Are you willing to deliver in person in New Orleans?
    a. Yes
    b. No

2. **Possible Virtual Delivery** (Select one) Please note that this is not a guarantee, but would you be willing to deliver your session virtually? This will not affect your request to speak in person. If you answer yes, we will put your name on a list and follow up later if we are able to offer this option.
    a. Yes
    b. No

3. **Optional Alternative Programming** (If your proposal submission is selected, would you be willing to participate in some alternative programming that may supplement or augment your session onsite and/or continue the attendee experience long after the event has ended? Select any that you'd be willing to participate in. Please note that this will be used as an additional resource. It is not meant to penalize or downgrade your proposal submission in any way. You are not to opt into any of these.) (check boxes)
    a. **After-Chat** (A post-session facilitated discussion to solidify takeaways and answer your questions.)
    b. **Coffee Chat** (An opportunity to for facilitators to explore a topic, meet someone new, have a follow-up conversation, or simply grab coffee with attendees.)