**Call for Presenters**

VDC is calling for presenters for a limited number of sessions at the 2017 VDC Teaching & Learning Conference. The 2016 Conference- Full STEAM AHEAD was an outstanding success, with practitioners from public, private and community providers engaged and entertained. The focus for 2017 will be **Connect Collaborate Capture.** The conference will be held on 7 and 8 September at the RACV Torquay Resort. This is your opportunity to contribute!

**Key dates**

Call for presenters opens **24 February 2017**

Submissions due by **30 March 2017**

Applicants notified if successful from **1 May 2017**

**Conference themes**

The Conference Theme is Connect Collaborate Capture. The workshop presentations must align with **one** of the following Conference themes:

* Connect with technology
* Collaborate with Industry
* Capture student imagination

**Inclusions**

As a conference presenter you will receive one **complimentary registration to the Conference** which includes:

* Entry to all sessions over the two day conference
* All catering including morning teas, lunches and afternoon tea
* Three course dinner and drinks for the conference dinner (7 September)

Consultancy fees subject to negotiation.

**Presenters will be required to pay for their own accommodation and travel expenses.**

**Criteria**

Proposed presentations will be subject to review by the VDC and successful applicants will be contacted and provided with further guidelines from **1 May 2017.**

Proposed presentations will be evaluated on the following criteria:

* Applicability to one of the Conference themes
* Relevance to the audience; VET practitioners

*Please note this is not an opportunity to market products and services*

**Call for presenters – T&L Conference 2017**

***Proposed Presentation***

Please complete the following information and email the completed form to Sharon Waitzer Project Director, at [swaitzer@vdc.edu.au](mailto:swaitzer@vdc.edu.au) by **March 30 2017**

**Personal information:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Full Name:** |  | | |
|  |  | | |
| **Organisation:** |  | | |
|  |  | | |
| **Title:** |  | | |
|  |  | | |
| **Phone: (wk)** |  | **Mobile:** |  |
|  |  | | |
| **Email address:** |  | | |

**Information required from presenters:**

* **Short Bio** - approx. 100 words

*Please include your current CV including, experience relevant to the presentation you will be making*

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| --- |
|  |

* **Photo of yourself**

*Please insert a photograph of yourself as a jpeg file*

* **Preferred Date(s)**

|  |  |  |
| --- | --- | --- |
| **Thursday 7 September 2017** |  |  |
|  |  |  |
| **Friday 8 September 2017** |  |  |

* **Preferred Duration(s)**

|  |  |  |
| --- | --- | --- |
| **45 minutes** (includes Q&A) |  |  |
|  |  |  |
| **1 hour** (keynote presentation) |  |  |

* **Preferred Session Timing(s)**

|  |  |  |
| --- | --- | --- |
| **11am – 12.30pm** |  |  |
|  |  |  |
| **1.15pm – 2.45pm** |  |  |

* **Presentation relates to the following Conference theme(s):**

|  |  |  |
| --- | --- | --- |
| **Industry engagement** |  |  |
|  |  |  |
| **Student engagement** |  |  |
|  |  |  |
| **Emerging Technologies** |  |  |

* **Title of Presentation**

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|  |

* **Overview of the presentation** (no more than 250 words)

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|  |

* **The session will cover the following topics** (Minimum of 4 x topics per session)

|  |
| --- |
| 1. A 2. B 3. C 4. D |

**Presentation/Session Requirements:**

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| --- | --- | --- | --- | --- | --- |
| *We will be providing a laptop, data projector and screen for each workshop presentation* | | | | | |
|  | |  | | | |
|  | | **Yes or No** | | | | | |
| ***Indicate if you require any of the following resources:*** |
|  |
| Play a DVD or video (YouTube) with sound | | |  |  |  | |
|  | | |
| Lapel Mic or Roving Mic | | |  |  |  | |
|  | | |
| Internet Access | | |  |  |  | |
| . | | |
| You will be bringing your own device (Laptop; MAC or ipad) | | |  |  |  | |
| . | | |
| Do you consent to have your presentation/materials made available to participants? | | |  |  |  | |
|  | | |
| Do you have any handouts or materials which need to be given to the participants on the day? | | |  |  |  | |
|  | | |
| Will you be providing a PowerPoint presentation or slides? | | |  |  |  | |
|  | | | | | | | | |
| Other requirements? Please list below: | | | | | | | | |
|  | | | | | | | | |
| **PRESENTATIONS REQUESTED PRIOR**  If successful, the applicant must ensure handouts/activities/slides ( power points ) are emailed to Event Manager, **at least 30 days prior** (4 August 2017) to session date [spalermo@vdc.edu.au](mailto:spalermo@vdc.edu.au)  ***NB:*** *Please ensure you bring a copy of your presentation on a USB on the day of your session.* | | | | | | | | |