

## The Women's Summit® at Bryant University--Friday, March 15, 2019

### Proposal Guidelines for Single Presenters and Panels

Thank you for your interest in presenting a session at The 2019 Women's Summit.

The theme for the 2019 Women's Summit is: **Move Forward—Make Change Happen!**

**Your completed proposal must be received no later than Wednesday, September 12, 2018 to be considered for the 2019 Women's Summit®.** Please email your proposal to [wspostals@bryant.edu](mailto:wspostals@bryant.edu).

All Women's Summit proposals must include:

- ❖ **Cover Sheet:**
  - A. Proposed Session Title
  - B. Primary Presenter and Additional Presenters information: Name, Title, Company, Mailing Address, Email, Phone, Mobile Phone, Fax, and Website.
- ❖ **Session title and content of session** should align with the Women's Summit theme which is **Move Forward—Make Change Happen!**
- ❖ **A biography** (60 words) for each presenter.
- ❖ **An abstract** of proposed session (200 words). We also need a **shorter description** of your session to post on the Women's Summit website and in our Women's Summit Program Brochure (50 words).
- ❖ **Proposed Session Objectives:** List at least three educational objectives attendees will achieve through your presentation.
- ❖ **Presentation Type: Select one**
  - A. **Single presenter:** 60 minutes for presentation and 15 minutes for Q and A (Interactive preferred)
  - B. **Panel discussion:** 75 minutes with Q and A integrated
- ❖ **Proposed Audience:** Select all that apply: Beginner, Mid-level, or Executive professionals.
- ❖ **A video clip or a DVD sample** of a recent presentation on your proposed topic **is required.**
- ❖ **List previous speaking engagements and at least two references.**

For questions, call 401-232-6565 or email [wsummit@bryant.edu](mailto:wsummit@bryant.edu).

Proposals are reviewed by the Women's Summit Program Committee. You will be notified by mid-November about the status of your proposal.

While we do not compensate our session presenters, we provide a complimentary registration to the 2019 Women's Summit, meals, and hotel accommodations.



The Women's Summit® is a Registered Trademark of Bryant University.