

# Submission Form



## Presenter Information

List all presenters involved in the session (*replicate this section as needed*). Please note: All personally identifiable information (presenter(s) name, title, organization, and biography) is hidden for the blind review process, which is conducted by the 2020 NACE Conference Program Committee.

<p><b>Presenter's Name*</b></p>		
<p><b>Presenter's Title*</b></p>		
<p><b>Presenter's Role</b> Pick one</p>	<p> <input type="checkbox"/> Primary Presenter  <input type="checkbox"/> Co-presenter (max. 1 per session)  <input type="checkbox"/> Panelist (max. 3 panelists per panel)*  <input type="checkbox"/> Moderator (for panel only, max. 1 per session)         </p> <p><small>*A panel session consists of 1 moderator + a maximum of 3 panelists. All panelists must be confirmed to complete the proposal.</small></p>	
<p><b>Presenter's Organization*</b></p>		
<p><b>Presenter's Organization Demographics</b> Check all that apply.</p>	<p><b>College Categories</b></p> <p> <input type="checkbox"/> College, 4-Year Public  <input type="checkbox"/> Graduate School, Public  <input type="checkbox"/> College, 2-Year Public  <input type="checkbox"/> K-12 School  <input type="checkbox"/> Tech School, Less Than 2 Years  <input type="checkbox"/> College, 4-Year Private  <input type="checkbox"/> College, 2-Year Private  <input type="checkbox"/> College, Other  <input type="checkbox"/> Graduate School, Private  <input type="checkbox"/> College Online         </p>	<p><b>Employer Industries</b></p> <p> <input type="checkbox"/> Agriculture, Forestry, Fishing, and Hunting  <input type="checkbox"/> Construction  <input type="checkbox"/> Manufacturing  <input type="checkbox"/> Nonprofit  <input type="checkbox"/> Retail Trade, Wholesale Trade  <input type="checkbox"/> Transportation and Warehousing  <input type="checkbox"/> Information  <input type="checkbox"/> Finance, Insurance  <input type="checkbox"/> Real Estate  <input type="checkbox"/> Utilities and Mining  <input type="checkbox"/> Professional, Scientific, and Technical Services  <input type="checkbox"/> Educational Services  <input type="checkbox"/> Healthcare and Social Services  <input type="checkbox"/> Arts, Entertainment, and Recreation  <input type="checkbox"/> Oil and Gas  <input type="checkbox"/> Government Sector and Public Administration  <input type="checkbox"/> Hotel, Restaurant, and Food Services  <input type="checkbox"/> Other Services         </p>

## Presenter Information *continued*

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### **Presenter's Biography\***

Tell us about the presenter's expertise and what makes this person unique.

(Not to exceed 4,000 characters)

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### **Presentation History**

Has the speaker presented this topic before? If so, when and where?

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### **Additional Speaker Information**

(i.e., Links to articles, blogs, or online information that can be shared)

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## Session Content

Describe the subject matter, target audience, and your approach to making this a transformational educational offering.

### Proposed Session Title

(Not to exceed 100 characters)

### Proposal Summary

A short summary that focuses on what the session will cover and what the audience will learn (i.e., What would you say to attract attendees to your session?). If your proposal is selected, this description will be used to promote your session in the registration brochure, app, and conference program. Not to exceed 100 words.

### Proposal Description

Describe the key elements involved in the presentation and include sufficient information for the committee to evaluate the proposal.

Convince others that you have the competence and the content to satisfy the audience's learning needs.

Not to exceed 4,000 characters.  
(Approximately 650 words)

### Session Delivery Format

Pick one

- Traditional:** Highlight your expertise in a session built on the traditional teacher- student format. Length: 60 minutes.
- Deep Dive:** These 90-minute sessions plunge into the nitty-gritty of key issues. Attendees should emerge with a deeper understanding of the topic.
- SMARTtalk:** SMARTtalks are quick learning sessions. Length: 20 minutes.
- Panel Session:** These sessions provide an opportunity to gain insight and advice from several subject matter experts knowledgeable about a specific issue or topic. Length: 60 minutes.

## Session Content *continued*

### NACE Content Track

Review the subtopics within each track, and choose the track that best fits your proposal. We understand sessions may address multiple topics and fall across multiple tracks.

TRACK	SUBTOPICS
<input type="checkbox"/> <b>Coaching</b>	<ul style="list-style-type: none"> <li>• Career coaching and scalability strategies</li> <li>• Leadership coaching</li> <li>• Student/new hire engagement and program strategies</li> <li>• Theoretical models</li> <li>• Assessment</li> </ul>
<input type="checkbox"/> <b>Competencies &amp; Skills</b>	<ul style="list-style-type: none"> <li>• Programming (integrating career readiness institution-wide and curriculum initiatives)</li> <li>• Competency/skill development</li> <li>• Competency/skill assessment/measurement</li> <li>• Related research (including value of selected competencies/skills; outcomes)</li> <li>• Personal competency/skills development for career center and URR professionals (including staff training)</li> </ul>
<input type="checkbox"/> <b>Data Analytics &amp; Decision Making</b>	<ul style="list-style-type: none"> <li>• What/how to collect, analyze, and report data</li> <li>• Using data to inform decisions</li> <li>• Using data to demonstrate value</li> <li>• Leading practices and measures of impact</li> </ul>
<input type="checkbox"/> <b>Diversity, Equity, and Inclusion</b>	<ul style="list-style-type: none"> <li>• Working with special populations (including programming)</li> <li>• Strategies for developing a diverse work force</li> <li>• Building diversity and inclusion in your operation</li> <li>• Leading practices and measures of impact</li> <li>• Trends and predictions (including demographics, research)</li> </ul>
<input type="checkbox"/> <b>Job Market</b>	<ul style="list-style-type: none"> <li>• Trends and predictions (including demographics, how the job market is changing/job market of the future)</li> <li>• Student outcomes</li> <li>• First-destination results</li> <li>• Compensation</li> </ul>
<input type="checkbox"/> <b>Sourcing &amp; Recruiting</b>	<ul style="list-style-type: none"> <li>• Trends and predictions (including benchmarks, research)</li> <li>• Branding and marketing</li> <li>• Impact of artificial intelligence (AI) automation on talent acquisition strategy</li> <li>• Leading practices and measures of impact (including internship programs, info sessions, other programming)</li> <li>• Strategic partnerships and alliances</li> </ul>
<input type="checkbox"/> <b>Technology Solutions</b>	<ul style="list-style-type: none"> <li>• Leading practices and measures of impact (including identifying solutions and providers)</li> <li>• Streamlining operations through technology</li> <li>• Strategic partnerships (including working with service providers)</li> </ul>

## Session Content *continued*

### Learning Objectives (3)

Describe three learning objectives attendees will take away from this session. (i.e., What three questions will be answered by the audience attending this session?)

### Target Audience

Pick one

- All
- Career Services
- University Relations & Recruiting

### Audience Level

Pick one

- Emerging** (minimal knowledge of topic; how-to instruction of a new subject matter)
- Intermediate** (basic- to mid-level knowledge of topic; sharing of smart practices and real-world application of the subject matter)
- Advanced** (considerable experience with topic; strategy and expert-level discussion of the subject)

**How would this topic challenge the audience's perceptions and help expand their expertise in the subject matter?**

**In what way does this topic relate to the future of the work force?**



## Session Content *continued*

### Session Outline

Share your vision of how you will present the session content.

### Audience Engagement

How would you engage the audience? Check all that apply.

- |                                                  |                                                 |
|--------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Case Study Exercise     | <input type="checkbox"/> Role-Playing           |
| <input type="checkbox"/> Hands-On Activity       | <input type="checkbox"/> Small-Group Discussion |
| <input type="checkbox"/> Large-Group Discussion  | <input type="checkbox"/> Other                  |
| <input type="checkbox"/> Self-Discovery Exercise | <input type="checkbox"/> None                   |

### Resources

NACE requires that all submissions be accompanied by supporting presentation slides and/or resources you will provide the audience.

A minimum of three PowerPoint slides are required. Do not include any personally identifiable information (name or organization) in slides.

### May NACE consider your proposal for other educational opportunities not listed?

(i.e., *NACE Journal*, Spotlight e-newsletter, NACEWeb.org, webinars, NACE Blogs, etc.)

### Do you accept the NACE20 proposal terms and conditions?

See the [submission website](#) for full details.

- Yes  
 No

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