



AIA
Seattle

MEMBER COMMITTEES

Continuing Education Proposal Form

The information submitted in this form will be used to submit for continuing education credit and to describe the session on the event page on the AIA Seattle website. Please type your responses.

Complete and return this form to Connor Descheemaker (connord@aiaseattle.org) at least **8 weeks** prior to the event.

SUBMITTER CONTACT INFORMATION

Application Date:	
Company Name:	
Contact Name:	
Mailing Address:	
Phone Number:	
E-mail Address:	

DETAILS AND DESCRIPTION

Please outline the details of your proposal. Explain any unusual or creative session formats or special needs; preference will be given to sessions with an innovative, interactive format and must fit into the designated themes.

Session Title:	
Presenter(s):	
Session Format: (check all that apply)	<input type="checkbox"/> Case Study <input type="checkbox"/> Graphic Presentation <input type="checkbox"/> Panel Presentation <input type="checkbox"/> Lecture <input type="checkbox"/> Discussion <input type="checkbox"/> Other – <i>Please describe:</i> _____

Session Description: <i>(200-word limit)</i>	
Key Descriptive Terms:	
Does your presentation include original research or cite outside sources?	List sources:
	<p>Would you like the Professional Practice Steering Committee to review your slideshow presentation?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>

LEARNING OBJECTIVES

Enter at least four (4) learning objectives, or outcomes, that you expect for participants in your session. For help, see “Learning Objectives: What are they and how do I write one?” https://cdn.ymaws.com/www.aiatriangle.org/resource/resmgr/Task_Force_Took_Kit/Learning_Objectives.pdf

Learning Objective 1 <i>(25-word limit)</i>	
Learning Objective 2 <i>(25-word limit)</i>	
Learning Objective 3 <i>(25-word limit)</i>	
Learning Objective 4 <i>(25-word limit)</i>	

PRESENTER INFORMATION

Submitters are responsible for identifying anticipated speakers for their session.

SPEAKER 1:

Name:	
Title:	
Role:	(e.g., speaker / moderator)
Phone Number:	
E-Mail Address:	
Bio: <i>(150-word limit)</i>	

SPEAKER 2 (optional):

Name:	
Title:	
Role:	(e.g., speaker / moderator)
Phone Number:	
E-Mail Address:	
Bio: <i>(150-word limit)</i>	

SPEAKER 3 (optional):

Name:	
Title:	
Role:	(e.g., speaker / moderator)
Phone Number:	

E-Mail Address:

Bio:

(150-word limit)