

2021 ATD INTERNATIONAL CONFERENCE & EXPOSTION SPEAKING PROPOSAL TEMPLATE

Submitter Contact Info:

Name:

Company:

Title

Street:

City:

State:

Zip:

Country:

Email:

Mobile Phone:

Office Phone:

Session Title

Title should be no more than 10 words. Please use title case rather than all caps or sentence case. Titles may be edited by ATD.

Proposal Type

Choose one of the following session formats. Except for the Preconference Workshops, sessions will be either 60 or 75 minutes.

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- Education Sessions** (Covers all other sessions not outlined below.)
 - First Time ATD Speaker (First time speakers will be required to submit a video in Tab 9 of this process. Failure to do so will eliminate your submission from consideration.)**
 - Innogizer** (active learning sessions that incorporate highly experiential activities, such as dance, improv, drumming, games, etc. into an energetic and innovative session.)
 - Panel** (These sessions consist of a moderator and up to 4 panelists. You MUST provide all panelists names and information in the submission to be considered.)
 - Preconference Workshop** (These sessions are offered in very limited number and should provide attendees with depth programming to a small audience. They are a full-day and 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 and you will decide which you would like to receive, if your proposal is accepted.)

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.

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Application on the Job

Use this space to show how the learner will be able to apply your session content back on the job. This is in lieu of learning objectives. **USE ACTION VERBS** and action-oriented statements, (e.g. Apply, Explore, Discover, Use, etc.). You are required to submit at least one (1) Application on the Job. The remaining fields are optional. **Each is limited to 125 characters max.**

- 1.
- 2.
- 3.

Session Description

This area is designed to be a short description of 2 to 3 sentences MAX, to encourage attendees to come to the session. IF SELECTED, it will be used for the public facing program guide, app, website, and other potential uses. Please consider the impact this requirement has and do not repeat what you entered in the Abstract Description. Text is very limited, so please review your final text after you have saved it. PRO TIP: Watch the character count at the bottom. This NOT a word count. Any extra characters will be deleted. (Max: 350 characters)

TRACKS/SUBTRACKS

Select ONLY one Track one Sub-Track

Career Development (Content Track 1)

The Career Development track highlights trends and topics influencing a community of learning professionals interested in advancing their own careers and helping other develop their skills and expertise.

- Advanced Skills
- Unconscious bias
- Resilience/agility
- Competency Models
- Consulting
- Credentialing
- Foundational Skills Development
- Job Search and Career Transition
- Organizational Career Development Programs
- Personal Branding

Evaluating Impact (Content Track 2)

The Evaluating Impact track highlights implementing learning analysis process models and systems in order to measure talent development intervention, program effectiveness and organizational outcomes.

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- Data & Analytics
- Evaluating Learning Impact
- Evaluation Metrics – What to Measure
- Evaluation Planning
- Evaluation Instruments
- Learning Retention
- Learning Transfer
- Leveraging Technology to Measure and Evaluate Learning
- Predictive Analytics
- ROI

Global Perspectives (Content Track 3)

The Global Perspectives track highlights trends and topics influencing a community of professionals from all over the world, with an interest in developing global talent, sharing regional best practices and conducting global benchmarking.

- Cross-Cultural Training
- Global Benchmarking
- Global Best Practices
- Global Leadership
- Virtual Teams

Instructional Design (Content Track 4)

The Instructional Design track focuses on trends and topics related to the process of analyzing learning and performance needs, and designing instructional programs, materials, or experiences to meet those needs.

- Accelerated Learning
- Action Learning
- Design Thinking
- Developing Content and Materials
- Experiential Learning
- ISD Models
- Learning Retention
- Learning Transfer
- Microlearning
- Needs Assessment
- Tools and Platforms
- Train the Trainer

Leadership Development (Content Track 5)

The Leadership Development track highlights trends and topics influencing a community of leaders driving strategy, developing talent, and building a strong global workforce.

- Developing an Organizational Culture of Collaboration

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- Developing and Improving an Organizational Leadership Development Strategy
- Developing New and High-Potential Leaders
- Developing Leadership Skills and Competencies
- Emotional Intelligence
- Entrepreneurship in Leadership Development Models
- Executive Development
- Innovations in Leadership Development Models
- Leaders as Teachers
- Strategic-level Thinking Skills/Competencies
- Strategic Planning
- Team Building

Learning Sciences (Content Track 6)

The Learning Sciences track highlights trends and topics influencing a collective of professionals interested in understanding the mechanics behind how individuals take in and retain information, form connections and ideas, and apply new behaviors, skills and knowledge on the job to improve performance.

- Behavior Change
- Skill Building and Habit Formation
- Engagement and Motivation
- Memory and Learning
- Organizational Dynamics
- Research and Practice
- Learning Theories and Approaches
- Attention
- Emotion
- Metacognition and Transfer
- Cognitive Load & Microlearning

Learning Technologies (Content Track 7)

The Learning Technologies track highlights trends and topics that leverage synchronous and asynchronous using technology tools and platforms to develop the future workforce.

- Artificial Intelligence and Machine Learning
- Augmented Reality
- Authoring Tools
- Games and Simulations
- LMS/Platforms
- Mobile Learning
- Performance Support
- E-Learning and Digital Design
- Social Learning

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- Video
- Virtual Reality
- Content Governance

Management (Content Track 8)

*The Management track is based on survey data and discussions with our corporate members. The results are a new framework to identify the skills that we believe contribute the to a manager's success as a developer of talent. The framework is **ACCEL** (Accountability, Collaboration, Communication, Engagement and Listening/Assessing). *This is not specifically Leadership Development.**

- Accountability (Performance Management, Delegation, Development Planning)
- Collaboration (Teamwork, Collaboration, Trust, Knowledge-sharing, Culture)
- Communication (Change Communication, Challenging Conversations, Actionable Feedback, Transparency)
- Engagement (Leadership, Guidance, Coaching and Mentoring, Influence, Connection, Recognition)
- Listening and Assessing (Emotional Intelligence, Critical Thinking, Evaluation, Mindfulness, Soft Skills)

Managing the Learning Function (Content Track 9)

Managing the learning function has become more complex in recent years as training is moving away from a simple order-taker approach. Responsibilities for those who manage such functions involve understanding more strategically how to approach areas such as organizational development, project management, aligning development with business goals, understanding learning ideas and trends, and developing expertise in non-training solutions such performance consulting and coaching.

- Business Alignment
- Consulting and Business Partnering
- Knowledge Management
- Learning Trends
- Managing training programs
- Non-Training Options: Performance Consulting and Performance Improvement
- Organizational Development
- Partnering and outsourcing
- Project Management
- Running a department of one

Sales Enablement (Content Track 10)

The Sales Enablement track will highlight trends and topics influencing those who develop sales talent.

- Account Development and Retention
- Measurement on Enablement Programs

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- Sales Coaching
- Sales Content
- Sales Incentive and Compensation Design
- Sales Pipeline and Forecast Management
- Sales Strategy Definition and Execution
- Sales Talent Development
- Sales Talent Selection
- Sales Team Management
- Sales Tools, Technology, and Process Improvement

Talent Strategy & Management (Content Track 11)

The Talent Strategy & Management track will highlight trends and topics influencing a community that manages organizational talent and the employee lifecycle.

- Change Management
- Coaching
- Culture
- Diversity and Inclusion
- Employee Engagement
- Mentoring
- Organizational Development
- Recruitment and Retention
- Skills Gap Analysis/Performance improvement
- Succession Planning
- Talent Acquisition and Onboarding

Training Delivery & Facilitation (Content Track 12)

The Training Delivery & Facilitation track covers the transfer of knowledge and skills via selecting or developing the appropriate delivery options to make learning engaging, effective, relevant, and applicable.

- Activities
- Engagement
- Facilitation
- Planning and Preparation
- Presentation Skills
- Storytelling
- Train the Trainer
- Virtual Classroom

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Government (Industry Track 1)

The Government track highlights trends and topics influencing a community of government learning professionals from federal, state and local agencies, using innovation and collaboration to develop talent in the workplace.

- Change Management
- Engagement and Motivation
- Evaluating Learning Impact
- Knowledge Management
- Leadership Development
- Public Sector
- Shared Services for Talent Development
- Talent Acquisition and Selection

Healthcare (Industry Track 2)

The Healthcare track highlights trends and hot topics influencing a community of healthcare executives, providers, managers, and trainers working to create next-generation healthcare environments through learning, talent development and cultural change.

- Change Management
- Employee Engagement & Talent Management in Healthcare
- Evaluating the Learning Impact - ROI
- Healthcare Compliance and Governance
- Healthcare Leadership
- Healthcare Training Delivery
- Instructional Design in Healthcare
- Learning Technologies/Digital Transformation in Healthcare
- Value-Based Care (Clinical/Non-Clinical, Patient Experience)
- Wellness and Sustainability

Higher Education (Industry Track 3)

The higher education track highlights trends and topics influencing a community where students, faculty, and practitioners collaborate with talent development professionals to develop a stronger workforce.

- Academic/Practitioner/Corporate Partnerships
 - Aligning Course Curriculum with ATD Content or Competency Model
 - Applying Adult Learning Principles in The Academic Classroom
 - Developing Faculty and Staff in Higher Education
 - Research/Theory to Practice in The Workplace
 - Trends and New Methods for Engaging Students in the Academic Classroom
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Target Audience

Choose up to two from the list below:

- All Talent Development Professionals
- Decision Maker
- Director/Manager
- Executive
- Facilitator
- Instructional Designer
- Internal Practitioner
- Leader
- New Practitioner
- Trainer

Learning Approach

Choose one (1) and consider the level at which this content is appropriate.

- Case Study
- Core Topic
- Experiential Learning
- Global Focus
- Innovation/Trend
- Research

Delivery Methods

In person sessions are 60 -75 minutes. The way you deliver your session will be a factor in whether it is selected. The ideal session should be limited to 25% lecture or presentation. The ATD audience of learning designers and facilitators expects highly relevant content delivered in an interactive, experiential format with solid application back to their jobs. How will you deliver the session? Choose the two (2) that apply.

- Presentation style with emphasis on slides and lecture
- Facilitated discussion with attendees with some supporting slides
- Interactive discussions
- Small group exercises

Presentation Sample

In effort to provide attendees with better presentations, please provide a sample of one of your PowerPoint presentations. This will give ATD's program advisory committee a sense of your presentation style and the quality of work. Please upload a PowerPoint sample. The sample should be 4-6 slides max and DOES NOT have to be about what you are proposing but should

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demonstrate how you create your slide presentations. Please note the MAXIMUM size limit is 200MB.

Video

Videos help the Program Advisory Committee see your audience engagement and speaking ability and could set your submission apart from others in a very competitive track. Guidelines:

- **ALL** speakers are welcome to submit a video even if you have spoken at ATD previously.
- First time ATD conference speakers **ARE REQUIRED** to provide a link to a speaking video.
- First-time speakers that fail to provide a video will result in the proposal submission being eliminated from final consideration.
- A link will be required to view the video.
- **Please DO NOT password protect the video.** Make it easy for the committee members to view it.
- Videos need to be at least 60 seconds long and can be longer.
- Videos need to demonstrate you speaking to a live audience, group or virtual classroom delivery.
- **DO NOT** provide videos that are an interview or marketing piece.
- If multiple first-time speakers are on a submission a video needs to be submitted for each speaker.

*** If you have trouble entering a video link, please email speakers@td.org for more assistance.

EXAMPLE: (<https://youtu.be/TNjQOU-icwg> ; https://youtu.be/N9TxT_IUr18 ; etc.)

Speaker(S)

***Required for all speakers. Please complete each field.**

*Contact Info

Facilitator Name:

Facilitator Company:

Title

Street:

City:

State:

Zip:

Country:

Email:

Mobile:

Phone:

Office Phone:

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Upload a headshot

Bio (100 words or less)

Speaking Experience (Part 1)

Have you spoken at a previous ATD event (TechKnowledge or ATD International Conference & Exposition)?

Yes No

****If you were **SELECTED** to speak at either of these conferences but did not actually attend and speak. Please select **NO**.*

Speaking Experience (Part 2)

If you answered Yes, what was your most recent year?

Speaking Experience (Part 3)

If you answered NO, please list at least one conference you've presented at with dates and location, the session title, and a conference organizer reference with name and email address.

Industry Affiliation (choose one)

- | | |
|---|---|
| <input type="checkbox"/> Academic/Education | <input type="checkbox"/> Association/Non-Profit |
| <input type="checkbox"/> Automotive | <input type="checkbox"/> Construction |
| <input type="checkbox"/> Consulting | <input type="checkbox"/> Financial Services |
| <input type="checkbox"/> Government | <input type="checkbox"/> Healthcare |
| <input type="checkbox"/> Hospitality/Travel | <input type="checkbox"/> Insurance |
| <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Medical/Pharmaceutical |
| <input type="checkbox"/> Retail | <input type="checkbox"/> Sales |
| <input type="checkbox"/> Technology | <input type="checkbox"/> Utilities |