



Conference Presentation Proposal

This form is a fillable PDF. Please fill out the form, save it as a .pdf and title it with your last name. If there is more than one presenter, enter both names and attach both CV/Resumes. Send the completed form as an attachment to Brenda.Helmuth@hawkeyecollege.edu

*denotes required fields

SPEAKER INFORMATION

Presenter Name / Credentials*

Phone

Email*

Additional Presenter Name / Credentials*

Phone

Email*

*Include a copy of CV / Resume with this form**

CONFERENCE INFORMATION

Speaker Fee(s)

(If Applicable)

Dates*

Thursday, June 27th

Friday, June 28th

Program Length*

60 Min

75 Min

120 Min

150 Min

60 minute sessions will likely be on Friday. Longer sessions (75 min+) are encouraged to be conducted as workshops rather than presentations.

Registration Fees for the IHEA conference are waived for all presenters, this does not include the simulation pre-conference. CEU's are not included and are the responsibility of the presenter. Hotel requests will be considered for out-of-town presenters only. If presenting on a single day, additional nights are not covered by IHEA.

Will you require a hotel room?

Wednesday only

Thursday only

Wednesday and Thursday

PRESENTATION INFORMATION

Topic / Title:

Workshop/
Presentation
Description

Behavioral
Objectives of
Program
(Minimum of 4 please)

Outline & Agenda to be submitted upon acceptance

Have you presented this program in the past? Yes No

If Yes, when and where did you present this program.