



Conation Nation Symposium Presenter Application

Submissions due March 3, 2016

We are excited for your interest in presenting at the 2016 Conation Nation Symposium! Our goal is to provide a program that meets the variety of interest levels of our audience. The following guidelines are provided to assist prospective presenters during this application process to help ensure the highest level of professionalism, integrity and excellence:

Standards and Presenter Guidelines

Standards, Expectations and Guidelines:

- All Applicants must agree to these Standards and Presenter Guidelines as part of the application process.
- If multiple speakers are involved in your presentation, each must agree with these expectations, and will be required to be a co-signer on the “Presenter Application.” Unless approved in advance, three speakers per presentation is the maximum.
- To be considered, a “Presenter Application” must be submitted by March 3, 2016
- Applicants may be asked to verify previous public speaking experience, and/or submit a video clip of them speaking/presenting.
- Presenting at CNS is an opportunity to share ideas and information and is, customarily, not a platform for promoting or selling one’s business, practice, service or products.

Selling or promoting from the podium is generally defined as:

- Making implicit / explicit references to the products or services you offer
- Using your session to develop a mailing / marketing list
- Distributing price lists or discussing fees during your session

After your presentation, you may:

- Hand out business cards and literature as requested
- Make product sales if you purchased a Sponsorship booth
- Discuss your business, practice, service or products as requested

A Note Concerning Honoraria

Kolbe Corp has produced this Symposium as a platform for innovation in the field of Conation. We look for contributors who are willing to share their expertise without expectation of payment in the spirit of networking, awareness and advancement of conation and education. In certain instances we may, at our discretion, award non-monetary consideration.

Appropriate Tone and Content

- Presenters must refrain from statements or offensive humor, which could disparage the dignity of any individual, group or protected class. Avoid disparaging comments about any conative talent.
- Avoid visual aids that show people in stereotypical roles. Present individuals without bias.

Intellectual Property

Presenters must fully disclose all intellectual property utilized within handout materials and during course instruction. This is to protect intellectual property rights such as copyright, ownership, faculty compensation, and utilization of revenue derived from creation, production, and use for professional development programs. Kolbe Corp is happy to assist presenters who want or need to include Kolbe Corp intellectual property within their presentation.

If You Are Accepted

Please do not apply unless you can:

- Acknowledge that you are available to present at the Symposium at a day and time of our choosing;
- Work closely with Conation Nation Symposium organizers before the event;
- Meet all established deadlines;
- Make no substantial changes in content, format, audio/visual needs, room set-up, identity or number of presenters, without prior approval of Symposium organizers;
- Design and provide high-quality PowerPoint (or approved facsimile) files, in electronic format, by the deadline given (if applicable);
- Give Kolbe Corp permission to audio and video record the session for use by Kolbe Corp; and agree that Kolbe Corp shall be the exclusive owner of such recording(s);
- Respect Kolbe Corp as the host organization with either positive or neutral comments from the platform/podium/stage.

**Please contact Kolbe's Training Staff with any questions or help regarding these guidelines.
KolbeTraining@kolbe.com or 602-840-9770, Option 5**



Application to Present at Conation Nation Symposium

We are looking for great stories - real stories - where you have applied your wisdom and expertise in conation toward an exciting and compelling outcome! A great Presentation goes beyond the purely theoretical and plunges headlong into the practical. So, dig up some data, fashion a flow chart, take a chance, and show us something real!

Complete this application and send to Kolbe Training at:

- KolbeTraining@kolbe.com

Or by regular mail to,

- Kolbe Corp, 2355 E. Camelback Rd. Suite 610, Phoenix, AZ 85016

1. My presentation is submitted for the following event:

Conation Nation Symposium September 22-23, 2016 Scottsdale, AZ

2. Presentation Title:

3. Course Level (please check one):

- Basic
- Intermediate
- Advanced

4. Ideal Length of Presentation (please check one):

- 10 minutes
- 20 minutes
- 30 minutes
- 45 minutes

4a. If needed, I could change the length of my presentation to (please check all that apply):

- 10 minutes
- 20 minutes
- 30 minutes
- 45 minutes

5. Seminar Description: Prepare a 40-50 word statement describing the presentation and summarizing course objectives and specific skills attendees can expect to gain from this course. Describe your program as you wish it to appear in the brochure. Please type or write legibly.

5a. Objectives: What will the attendee learn from your session? Please summarize three learning objectives:

6. My presentation is submitted for the following educational focus (*check up to two*):

- Business Ownership
- Personal Applications
- Selection and Retention
- Teams and Team Building
- Leadership
- Individual Productivity
- General Business Management
- Consultant Best Practices
- HR/OD Best Practices
- Other (Specify) _____

7. Target Audience (*check all that apply*):

- Parents
- Educators
- Couples
- Business Professionals
- Frontline Managers or Supervisors
- Leaders
- Entrepreneurs
- Kolbe Certified™ Consultants
- Coaches
- General Public
- Other (Specify) _____

8. Speaker information:

*Attach a mandatory brief professional biography for each presenter

Speaker # 1

Name

Professional Affiliation

Company

Job Title

Company Address

City

State/Providence

Zip/Postal Code

Phone Number

E-mail

Speaker # 2

Name

Professional Affiliation

Company

Job Title

Company Address

City

State/Providence

Zip/Postal Code

Phone Number

E-mail

Speaker # 3

Name

Professional Affiliation

Company

Job Title

Company Address

City

State/Province

Zip/Postal Code

Phone Number

E-mail

9. Book signing:

I do / do not have a book that would be appropriate for a book signing after my seminar.

10. Panel Member:

I will / will not consider being a panel member if my entire presentation is not selected.

11. Mandatory (Initial to accept):

_____ I understand that if this program is selected, I will submit a 3-5 page paper for the Conference Proceedings, prepare my presentation and abide by all deadlines provided.

_____ I have reviewed, understand and agree to abide by the **Standards and Presenter Guidelines**

Signature

Date