Memorandum

DATE: January 23, 2018

TO: State organization presidents

FROM: Carolyn Pittman, international president

Subject: Remote breakout presentation

Do you have members who are excellent presenters yet unable to attend the international convention in Austin?

IF the reply is YES, I encourage you to contact them with this proposal.

They may submit a remote breakout proposal form to present electronically during the convention. They MUST name a person who registers and attends the convention as the named presenter. That person will also be the facilitator onsite for the 45-minute breakout session. A specific time will be designated for the presentation which will be described and included in the convention program along with all the other breakout session options offered. The actual (remote) presenter may use GoToMeeting, Skype, Zoom or some other pre-arranged program. An onsite computer will be provided.

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| Email addresses of onsite and remote presenters: |
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|  |  |
| --- | --- |
| Name of onsite presenter and facilitator: |  |
|  |  |
| Name of remote presenter: |  |
|  |  |
| Geographic name of state organization: |  |
|  |  |
| Chapter: |  |
|  |  |
| Title of Breakout Session: |  |

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| Description of presentation session for the convention program (approximately 50 words): |
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|  |  |
| --- | --- |
| Type of program to be used (GTM, Skype, etc.): |  |

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| --- | --- | --- | --- |
| Recommended Strand: | | | |
|  | Communication/Technology |  | Global Awareness |
|  |  |  |  |
|  | Professional Growth |  | DKG Society |
|  |  |  |  |
|  | Leadership/Personal Growth |  |  |

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| --- | --- | --- | --- |
| Recommended Audience: | | | |
|  | Active Educator |  | Non-traditional Educator |
|  |  |  |  |
|  | Higher Education/Research |  | Retired Educator |
|  |  |  |  |
|  | Early Career Educator |  | General/Society Business |

SUBMISSION DEADLINE: FEBRUARY 1

Return completed form as an email attachment to carolyn.pittman@yahoo.com