



PRESENTER PROPOSAL

2016 ND Governor's Workforce & HR Conference

Please complete the attached proposal form and email it to ndhrcouncil@gmail.com or aremynse@nd.gov.

Presentation Title			
Presentation Length		Presenter Name	
Position Title		Company	
Mailing Address		City	State ZIP Code
E-mail Address		Website	

Check available date(s)

<input type="checkbox"/> Tuesday, September 20, 2016	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon
<input type="checkbox"/> Wednesday, September 21, 2016	<input type="checkbox"/> Morning	<input type="checkbox"/> Afternoon
<input type="checkbox"/> Thursday, September 22, 2016	<input type="checkbox"/> Morning	

Short Description of Presentation



The North Dakota SHRM State Council supports the human resources profession across North Dakota by providing leadership, connections, development opportunities and resources.



Please list the top four learning objectives or outcomes of the presentation:

1.
2.
3.
4.

Has this presentation been previously certified for credit through the Human Resource Certification Institute? If so, provide date, location and program number.

Yes No

Date: _____ **Location:** _____ **Program Number:** _____

Provide two professional references and contact information, preferably groups presented to.

1.
2.

Provide a concise, one-paragraph biography, 50 words or less.

Audio/visual/room Requirements

Computer Projector Audio Handheld Microphone Lapel Microphone
 Podium Flip Chart Other: _____

Speaking Fee



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Anticipated Travel/related Costs

Other Comments

SPEAKER AGREEMENT

In submitting this proposal and signing below, I certify that I am available for the date(s) designated above. If selected, I agree to adhere to the conduct expected of presenters at this event including meeting all stated deadlines prior to and during the event, appearing during my scheduled session presentation time(s), making my presentation available ahead of time for attendees, and maintaining a professional demeanor at all times while at this event.

I understand that my presentation is not a showcase for promotion of my business, practice or product, and I will not sell my products or services from the speaker platform. Any misrepresentation of my skills and knowledge will be grounds for my release or disqualification from this selection process.

Signature _____

Date _____

Contact Information

Address	City	State	ZIP Code
Phone Number	E-mail Address		



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