

Conference Proposal Guide

About the conference

The conference will be on **May 8, 2025, from 8:00 am to 3:30 pm** at the North End Center in Blacksburg, Virginia. It is open to all Virginia Tech faculty and staff, especially those whose work includes the professional and leadership development of faculty and staff.



**iNFLUENCiNG CHANGE
and
SOLViNG WiCKED PROBLEMS**

Proposal key dates

- Proposals are **due March 21 at 5:00pm.**
- Decisions regarding proposals will be emailed to the contact person **by April 4.**

About the guide

This guide has three sections:

1. Define your basic idea(s)
2. Refine the specifics
3. Submit your proposal

Use this section to organize your ideas before you begin drafting your submission.

1. **Define your basic idea(s)**

Presentations can address one or more of these themes:

- Leveraging Technology and Data
- Learning and Engagement Strategies
- Leadership and Driving Change
- Accessibility and Design Solutions

Questions you will answer

What topic(s) will you be presenting?

What challenges will your session help others to overcome?

What do you hope your audience will take away from your presentation?

Who will be your speaker(s)? You will need to add name, email, a brief bio and head shot of each presenter. We welcome group presentations! They can be workshops or panel discussions or...

Use this section to think about your session proposal.

2. Refine the specifics

Questions you will answer

Presentation Description:

Tell your audience about your session in 300 or fewer words. Remember to include a clear, catchy title. If your proposal is selected, this information will be used in the session description and other conference materials. Avoid abbreviations, unfamiliar acronyms, jargon and any other potentially confusing terminology.

Example description:

How to Test Your Webpage for Accessibility

You can be an accessibility tester!

Do you have a keyboard? Do you know what a bookmark is? Can you find words on web pages? If so, you have what it takes to test the accessibility of web pages. We'll press [tab], [space], and [return]. We'll view the source of a page. And see what it takes to test web pages for some of the most common problems that keep web pages from working for everyone. At the end of the session, you'll be able to check web pages on a lunch break without a mouse.

How do you prefer to deliver your session? The options will be in-person, virtual, or pre-recorded.

Learning Outcomes (What are 2 or 3 things participants will learn from your session?)

All proposals are required to have learning objectives to be considered. Think about the skills, strategies, information, tools or other knowledge that you want your audience to gain and apply from your session.

Example learning objectives:

- Learn what accessibility flaws are most common on web pages.
- Know what WCAG, 2.1, and AA mean.
- Be able to perform keyboard testing.
- Check the landmarks on a page.
- Know that pages are built on HTML and CSS.

What techniques will you use to engage the audience?

Are there any special requirements for your session, such as technology needs?

Speaker Bio Provide 2-3 sentences to serve as a brief introduction for each speaker.

Example speaker bio:

Nathaniel “Nate” Reed, Ph.D. is the Creative Engagement Consultant in TLOS, where he works on accessible instructional media. He holds IAAP’s Certified Professional in Web Accessibility. Nate has over 10 years of instructional design consulting as well as a teaching experience spanning information technology, library science, non-profits, and higher education. His expertise in user experience, instructional delivery, web design, and project management provide a base for his collaboration on instructional media projects and design.

3. Submit your proposal

Only proposals submitted through the [Wicked Con Call for Proposals](#) form will be considered.

Once you have started a submission in the online form, you can return at any time before the March 21st deadline to edit your proposal.