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**2023 IRI Annual Conference | May 22-25 | Philadelphia**

**Presentation Submission Form**

*All fields must be complete for consideration; incomplete forms will not be reviewed by the selection committee.*

1. **Type of Proposal**

*(select one)*

🞏 Express Learning

🞏 Interactive Roundtable

🞏 Breakout Session

🞏 Panel

🞏 Presentation

1. **Proposal Title:**
2. **Learning Objectives of Session Proposal (required):** Learning Objectives should include what the audience will learn, how the audience will learn, and what skill or knowledge they will gain.
3. **Short Abstract (50 words)**
4. **Full Proposal Description (maximum of 400 words)**
5. **Presenter (Organizer) Name and Job Title:**
6. **Presenter Email:**
7. **Presenter Phone:**
8. **Company/Institution Name:**
9. **Mailing Address:**
10. **REQUIRED - Please include a biography and high-resolution headshot for each speaker (.jpeg or .png)**
11. **Please attach example of presenter’s previous speaking engagement, either presentation slide deck (ppt or pdf), video (preferred) and/or audio recording.**
12. **Supporting Documents / Information – if multiple speakers/panelists, please include an attachment with the name, company, job title, email address, phone number, and mailing address for each person.**

**Submission Deadline**

All proposals must be submitted by email to [msmith@nam.org](mailto:msmith@nam.org) by **11:59pm ET Wednesday, November 9, 2022.**

If you have questions regarding these policies and procedures or the submission process, please contact Mallory Smith ([msmith@nam.org](mailto:msmith@nam.org)) or Sabrina Zarifi ([szarifi@nam.org](mailto:szarifi@nam.org))