NCLCA Concurrent Session Proposal

Concurrent sessions will run for 50 minutes.

1. **Lead Presenter** (Last name, First name)*
2. Co-Presenter
3. Co-Presenter
4. Additional Presenter(s)
5. **Job Title (Lead Presenter)***
6. **Office/ Department***
7. **Name of Institution***
8. **Institution Type Funding:** (Select one)*
   a. 2 Year Public
   b. 4 Year Public
   c. 2 Year Private
   d. 4 Year Private
9. **Address***
10. **City***
11. **State***
12. **Zip Code***
13. **Email***
14. **Phone***
15. **Are any of the Presenters Graduate Students** (do not count full-time employees taking graduate courses)*
16. **Topic area** (Select one)*
   a. Learning Center Administration
   b. Research/ Assessment
   c. Student Success/Retention
   d. Staff Training/Development
17. **Title:** (Limited to 75 characters)
18. **Summary:** In 100 words or less, describe the material you will cover in your presentation.
19. **Audience Take-aways:** In 100 words or less, describe what your audience will take-away from your session.
20. **Method of Presentation:** In 100 words or less, describe how you will present your material to your audience.
21. **Are you willing to allow NCLCA to Live-Stream your session?***
   a. Yes
   b. No
22. **Additional Comments:** (Use this space to provide any additional information NCLCA may need to know to select or support your presentation.)