Thank you for your interest in sharing your expert knowledge with the ATD Nebraska Chapter members at the 2016 Trainer’s Institute held every **Tuesday** from **September 13, 2016, through October** **11, 2016.**

Trainer’s Institute is designed by Talent Development Professionals for Talent Development Professionals, and is the go-to resource for new professionals who need to learn the basics or experienced professionals looking to hone their skills.

Session proposals meeting the criteria below have the greatest chance of being selected:

* Sessions should be no more than 4 hours in length\*
* Subject matter includes foundational concepts with real-world application, best practices, and current industry trends
* Presentation engages the audience through interaction and activities
* Session provides take-aways for participants that can be immediately applied to their business’ needs

You may submit proposals for up to 2 areas of focus.

Areas of Focus:

* Adult Learning Principles
* Analyzing the Need for Training
* Designing Training Programs
* Developing Training Materials and Resources
* Implementing Effective Training
* Presentation Best Practices
* Evaluating Training Program Success
* eLearning Technology and Best Practices

**Proposals are due no later than May 9, 2016. If you have questions about this request for proposal or about Trainer’s Institute, please contact Tammy Olson, Director of Education at** **directoreducation@atdnebraska.org****.**

The presenter selection process will begin on May 11, 2016. Proposal submitters will be contacted with a decision by June 8, 2016. Thank you again for your interest in presenting at the 2016 Trainer’s Institute.

*\*The eLearning Technology and Best Practices session may be no more than 8 hours in length.*

# Presenter Information:

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| --- | --- |
| **Presenter Name & Contact Information** (Include all co-presenters) |  |
| **Bio:** for promoting the program and introducing the presenter(s); please include a photo(150 words or less) |  |
| **Social Media Usernames/Handles** (Facebook, Twitter, LinkedIn, YouTube) |  |
| **Philosophy & Training Style:** |  |

# Session Information:

|  |  |
| --- | --- |
| **Title:** Optimized for marketing and publicity |  |
| **Area of Focus:** | [ ] Adult Learning Principles[ ] Analyzing the Need for Training[ ] Designing Training Programs[ ] Developing Training Materials and Resources[ ] Implementing Effective Training[ ] Presentation Best Practices[ ] Evaluating Training Program Success[ ] eLearning Essentials |
| **Overall Session Description:** Describe the essential points of your session; optimized for marketing and publicity purposes (250 words or less) |  |
| **Learning Objectives:** list *at least 3* learning objectives for this session | **At the end of this session, participants will be able to:** |
| **Activities/Interactions:** Describe the experiential learning opportunities incorporated into your session |  |

**Please provide a soft copy of handouts, if applicable, for green “online” distribution. Please note the presenter is responsible for printing of all handouts and presentation materials.**