**GEER 2021 Call for Session Proposals**

**Virtual Conference Dates: April 19-22 -AND- April 26-29, 2021**

**PROPOSAL DUE DATE: Friday, October 2, 2020**

The Program Committee looks to the science and restoration community to build the agenda and you are invited to propose a session related to your expertise. If you wish to submit a proposal, keep the conference theme “Adapting Science and Management in a Changing World” in mind as you develop your idea. Subject matter typically featured at GEER is listed on the [Topics Page](https://conference.ifas.ufl.edu/geer/presentation-topics.html), however, we want to capture all emerging issues and new ideas.

GEER will be conducted on the Zoom platform and spread over a two-week period to minimize screen-time fatigue and to allow the maximum number of presentations on Everglades science. All sessions will be recorded and published on the GEER web site and paid registrants will receive password-protected access for one year.

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**Session Format Options:**

* + Standard Format: Six 15-minute talks (to be scheduled Tuesday & Thursday, April 20 & 22, AND April 27 & 29)
	+ Lightning Format: Eight 5-minute talks w/a max of five slides each (to be scheduled Wednesday, April 21 and 28)

NOTE: When contacting potential speakers and *before* submitting your proposal, verify availability for *all possible dates.*

**Important Requirements for Organizing a Session:**

* Propose a single Standard or Lightning Talk session with no multiple parts.
* Consider speakers with a broad range of experience that promotes diversity with respect to gender, race, age, and other underrepresented groups.
* Communicate all Speaker Requirements (see below) to potential presenters *before* submitting a proposal.
* Indicate format and scheduling preferences (Week 1 or 2) when submitting your proposal (no guarantees).
* Session organizers are expected to moderate their session and must confirm a co-moderator to assist with duties when the organizer is speaking and to serve as a backup in case the organizer becomes unavailable.
* Session organizers must submit an agenda grid by January 13 to have the session scheduled in the program.
* Session organizers must conduct at least one dry run via Zoom with all speakers two weeks prior to the session.

**Speaker Requirements:**

**To participate in a session, all speakers must agree to the following requirements. If they do not accept these terms, they should not be confirmed as speakers.**

* Sessions will be recorded and published on the GEER web site. By virtue of presenting, all speakers agree to be recorded and have their presentation shared publicly. This is mandatory to participate.
* Speakers should block their calendars for all possible dates. The agenda will be announced on February 9, 2021.
* Indicate format and scheduling preferences (Week 1 or 2) when submitting your proposal (no guarantees).
* There is a limit of one presentation per person (a regular talk, a lightning talk, or a poster).
* Speakers must submit an abstract no later than January 6. A $25 non-refundable submission fee applies.
* Speakers must register and pay the fee by March 5 to confirm participation as a presenter.
* FINAL PowerPoint files must be submitted during business hours 10 working days prior to the talk. Because of the additional work in preparing for virtual sessions, there will be no extensions of this deadline.

**If you wish to organize a session, complete the proposal template on Page 2 and submit it by the deadline.**

**GEER 2021 Session Proposal TEMPLATE**

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**Enter session details, organizer information and proposed speakers directly within this template.**

HINT: Use the Word Count tool under your REVIEW TAB in MSWord to calculate character count with spaces.

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**Indicate Your PREFERRED FORMAT: O Standard O Lightning**

**Insert Session Title Here:** (Maximum of 100 characters with spaces) Session titles should be descriptive, compelling, and concise.

**Insert Session Description Here**: (Maximum of 500 characters with spaces) Describe the session focus and overarching message and explain why the topic is timely and important to Everglades ecosystem restoration.

**Primary Session Organizer Contact Information:** First Name, Last Name, Affiliation, Cell Phone; Email.

**Primary Session Organizer Background:** Describe your role, expertise, and applicability to session topic**:** (Maximum of 50 words)

**Co-Moderator Contact Information:** First Name, Last Name, Affiliation, Cell Phone; Email.

**[Enter moderator and speaker information exactly as depicted and directly inside each field/cell as indicated below.]**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Talk Title** | **First Name** | **Last Name** | **Affiliation** | **Email Address** |
| Moderator | Session Introduction (no talk title or abstract required) | John | Smith | ABC Organization | John.Smith@abc.org |
| Speaker 1 |  |  |  |  |  |
| Speaker 2 |  |  |  |  |  |
| Speaker 3 |  |  |  |  |  |
| Speaker 4 |  |  |  |  |  |
| Speaker 5 |  |  |  |  |  |
| Speaker 6 |  |  |  |  |  |
| Speaker 7 | *For lightning session only* |  |  |  |  |
| Speaker 8 | *For lightning session only* |  |  |  |  |

**Upload a word file of your completed proposal by October 2 via the online submission portal:**

[**https://conference.ifas.ufl.edu/geer/call-session-proposals.html**](https://conference.ifas.ufl.edu/geer/call-session-proposals.html)

**Questions?** Contact Nick Aumen at naumen@usgs.gov - or - Beth Miller-Tipton at bmt@ufl.edu