**NCER 2024 SESSION PROPOSAL TEMPLATE**

**Helpful Hint:** Use the Word Count tool under your REVIEW TAB to determine character count **with** spaces.

**Indicate Proposed Session Format: O Standard Format – OR – O Panel Session**

**All presentations will be live and in-person. This will not be a hybrid conference.**

Standard Format: Four consecutive 20-minute talks (17 minutes per talk plus 3 minutes Q&A), with speakers using PowerPoint slides.

Panel Sessions: Entails moderated discussion with a maximum of four panelists plus the moderator.

**Session titles and descriptions are published on the conference web site and in the program agenda. Be compelling and concise.**

**Session Title:** (Maximum of 100 characters with spaces)

**Session Description**: (Maximum of 500 characters with spaces)

State the purpose of the session, describe the session’s focus and overarching message, and provide an overview of how the session topic is timely and important to ecosystem restoration. Describe key takeaways for those who attend, identify who would be most interested in the content of this session, and list the types of attendees who would most benefit by attending (e.g., engineers, modelers, researchers, agency managers, etc.)

**Session Organizer Contact Information:** First Name, Last Name, City, State, PH; Email;

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

**List Proposed Session Presenters, Talk Titles, and Contact Information:**

* List four individuals who were contacted in advance, agreed to participate if the session is approved and understand presenters/panelists must register and pay the fee to attend by Friday, November 17, 2023 to confirm participation.
* Include a specific talk title for each speaker or the expertise of each panelist.
* Speakers are limited to giving one talk **[Be sure to confirm they were not contacted by another session proposer.]**
* Session organizers are expected to moderate the session.

**COMPLETE THE GRID BELOW by entering the requested information in each FIELD. Do not merge fields. If proposing a PANEL, indicate the panelist’s expertise instead of a talk title. IMPORTANT: Proof the email address for accuracy.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | ***Talk Title*** | ***First Name*** | ***Last Name*** | ***Affiliation*** | ***Email Address PROOF CAREFULLY!*** |
| ***Session Introduction & Overview*** | ***The first five minutes of each session serves as a buffer for attendee arrival. As moderator, use this time to brief the audience on the overall nature of the topic. You do not need to submit an abstract or a PowerPoint as this is not a scheduled talk.*** |  |  |  |  |
| ***Speaker 1*** |  |  |  |  |  |
| ***Speaker 2*** |  |  |  |  |  |
| ***Speaker 3*** |  |  |  |  |  |
| ***Speaker 4*** |  |  |  |  |  |