



2017 CHHA National Conference Call for Proposals to Present : Speaker & Workshop Sessions

May 25-27, 2017 | Mary Winspear Centre (2243 Beacon Ave W) | Sidney, British Columbia

The 2017 CHHA National Conference will be held May 25-27, 2017 at the Mary Winspear Centre (located at 2243 Beacon Ave W, Sidney, BC, V8L 1W9) in Sidney, British Columbia.

The conference will be held over the span of three days with programming including an Exhibitor Trade Fair, Keynote Speaker, Research Symposium, Workshops and a special social event for delegates. CART and Looping will be provided by CHHA National for all presentations.

This is a call for proposals to present at the 2017 CHHA National Conference. Proposals may involve innovative research, emerging technology, ideas, projects or topics of direct interest (such as tinnitus, looping, cochlear implants, stem cell research, etc...) to persons who live with hearing loss whose primary means of communication is a spoken language (i.e. English).

Topics should be relevant to the CHHA National Conference or hearing loss issues in general.

Attached you will find information needed to submit your proposal. The deadline for submissions is ***December 2, 2016***.

For more information regarding the 2017 CHHA Conference, please visit: www.chha.ca/conference

If you have any questions about the Call for Proposals, Deadlines or Documents required for submission, please do not hesitate to contact Chantal Coleman, Events and Communications Coordinator at ccoleman@chha.ca.

Important dates:

- * Submit proposal by ***Friday, December 2, 2016***
- * Successful applicants will be notified by ***January 16th, 2017***
- * Confirmation of presentation must be received by ***January 23^d, 2017***
- * Full presentation to be submitted in electronic format by ***April 24, 2017***
- * Speeches & Workshops will take place on ***May 26-27, 2017 at the Mary Winspear Centre in Sidney, BC***

2017 CHHA National Conference

Call for Proposals to Present : Speaker & Workshop Sessions

Requirements

A. Prepare your proposal according to the following guidelines. Abstracts of accepted presentations will be printed in the conference program as submitted; however, CHHA National reserves the right to edit for clarity and space. **Please indicate if you are applying for a WORKSHOP or SPEAKER position. Seeking: Research Symposium (3 Speakers) and (5) Workshop Leaders.**

1. Full Title (max. 10 words)- The full title of your presentation; successful titles convey the subject matter, pique the interest of the reader and identify potential audiences.

2. Synopsis (max. 30 words)- A brief summary of the publication in the Conference program; it should provide an accurate idea of what the session will cover, so that the conference delegate can make an informed decision to attend the session.

3. Biography and Picture (max. 70 words per presenter or co-presenter)- Including full name, location and brief biography; indicating contact information for primary presenter. Please attach High Quality photo in JPEG format.

4. Session Objectives (max 125 words)- List up to 3 objectives; this will facilitate the selection process- please be descriptive and identify what delegates will learn from the session/workshop.

5. Abstract (max. 200 words)- A more detailed outline and explanation of your proposed session; this will also facilitate the selection process; an effective abstract will include background information, an overview of the presentation, a description of the format, key issues to be addressed, target audience, etc.. if the session is reporting on research, include information on the methods used, findings and recommendations.

6. List of technical requirements- All workshops take place in rooms equipped with a podium with microphone, plus a projector and projector screen for CART. All sessions will feature professional captioning displayed on a large screen to ensure full hearing accessibility for delegates and a second large screen for PowerPoint or Video Presentations. **Please indicate clearly if you are presenting a PowerPoint or video presentation.**

Please indicate if you require a) Easels and/or b) Flip charts and markers. According to the session size, a certain number of microphones will be available for your audience questions and comments. A moderator will be on hand to introduce you and provide assistance as required. *(For workshops only).*

Please provide your own laptop computer. If you have a MAC (Apple) laptop, please bring adapter cable for LCD projector.

B. All six documents listed above (under A- 1, 2, 3, 4, 5, 6) are to be submitted electronically to Chantal Coleman, Events and Communications Coordinator at ccoleman@chha.ca no later than **Friday, December 2, 2016 at 4 PM Eastern Time**. All submissions must be attached to the email as word documents along with a JPEG photo. Incomplete submissions will not be considered.

Additional Information

1. "Packaged presentations", brochures or portfolios will not be reviewed or returned.
2. Successful applicants will be notified by **January 16th, 2017**
3. Confirmation of presentation must be received by **January 23rd, 2017**- otherwise the time slot may be awarded to another presentation.
4. The main presenter of an accepted workshop will be required to submit the full presentation in electronic format by **April 24, 2017** for accessibility purposes.

All submissions must be completed electronically with word documents as attachments and emailed to ccoleman@chha.ca . If you have any questions, please contact Chantal Coleman, Events and Communications Coordinator- ccoleman@chha.ca .