

Class Proposal

- 1) Please save this form to your computer BEFORE filling out the fields. (Don't fill out in your web browser)
- 2) Open the form in the Adobe Reader program and fill in fields.
- 3) Save the completed form, then attach and email to: bbailey@carlsonsw.com

Class Title:

Speaker Bio(s): Please tell us about yourself in 150 words or less. Please provide a bio for each speaker for this session.

Class Description : Please describe the class in 200 words or less

Primary Class Type: All sessions are 90 minutes. Check which one of these descriptions that is appropriate for your presentation:

Lecture style (you have a laptop and projector, attendees watch and take notes)

Hands-on lab (attendees have laptops and follow with you step by step)

Panel discussion (a group of experts discuss a topic and field questions)?

Target Audience:

What is the target audience for this session? What industry do they come from? What level of expertise do they have?

What are the key learning objectives for the session?

Key Learning

Objective 1:

Key Learning

Objective 2:

Key Learning

Objective 3:

Key Learning

Objective 4:

Primary Carlson Software: What is the primary Carlson software program(s) that will be used in this session?

Please give us 3 keywords that we can use to describe your class: