**PROPOSAL FOR CONTRIBUTION**

Please submit your contribution to [office@sinnvoll-fuehren.com](mailto:office@sinnvoll-fuehren.com) (as Microsoft Word or PDF). Fill in the form in the language of your session (English or German). **Please submit latest by March 10th 2023.**

|  |  |
| --- | --- |
| **Title** |  |
| **Presenter/s** |  |
| **Institute/Company** |  |
| **Target level** | () Introductory () Intermediate/Advanced |
| **Format** | () Presentation () Workshop () Practitioner Report |
| **Length** | () 45 minutes () 90 minutes () Other: |
| **Abstract (will be published)** | *Limit to 5000 characters (including spaces)  Please, write a well thought out invitation that tells attendees why they will enjoy your session, and what they might take away. State clearly what expertise participants may need to have.* |
| **Presenter Bio (will be published)** | *Limit to 1000 characters (including spaces) per presenter.* |
| **Content** | *Please describe the content and flow of the session – it’s for the reviewer’s eyes only. Tell us about the outstanding idea, discovery, project, etc.*  *This will NOT be published to the audience (unlike the abstract) - it is for helping us to understand your proposal and to decide how your session could fit into the conference program!*  *For presentations, please list the topics and story outline you will talk about with rough timings. For interactive sessions, please describe the exercises and interactions planned, including the rough timing. You can link to existing material, if available. At least a minimal plan is helpful so the reviewer will have an idea how the time budget will be invested, overall.* |
| **Learning outcomes** | *Please describe the learning outcomes for attendees of your session. State how the lives of the attendees or people around them will be better, more effective and more enjoyable as a result of attending.* |
| **Language** | () English () German () Either is possible |
| **Maximum number  of attendees** | *Is there a maximum number of attendees you can handle in your session (for interactive sessions)?* |
| **Room Setup** | () Group Circle () Theatre Style () Class Room Style  () Other: …………………………………………… |
| **Special requirements** | *Please indicate if you require any equipment or special room setup.* |
| **Contact information of presenter** | *Please provide your email address, phone number and city/country of residence.* |