

2020 Annual Conference

Call for Proposals Submission Worksheet



Proposals are submitted through ProposalSpace.com. **For new users**, please create an account. **For returning users**, please update your existing account rather than create a new one. **All users**, be sure to add proposalspace.com to your email list of safe entities. It is important that your ProposalSpace account be correct: the email address ProposalSpace uses to send you important messages about your proposal (acceptance, scheduling) is stored in your user profile, not what you list in the proposal submission. To update your email address in your account profile:

- please login to your ProposalSpace.com account
- click your name in the top right-hand corner
- click "Edit My Account Details" on the right-hand side
- update and click "Save Changes" at the bottom of the page
- need assistance with resetting your password on ProposalSpace? support@proposalspace.com

Information Needed to Submit a Proposal:

- **Program Information**
 - Program Title*
 - Target Audience*
 - Elementary*
 - Middle*
 - Secondary*
 - Independent*
 - Counselor Educator/Supervisor*
 - School Administrator*
 - Post-Secondary/Admissions*
 - Nearing Retirement/Retired*
 - Abstract: *Please be thorough, but concise. This abstract will appear word-for-word in the Conference Program and/or Conference App. Conference participants choose which programs to attend based on this information. Please keep the length to 50-75 words.**
 - Description: Submit a detailed description of the content of your program specifying the learning objectives/outcomes of the session, the opportunities for audience participation, and handouts/resources for distribution to participants. *This summary will be used by the conference programs committee in selecting programs to be presented.**
 - Interest Area/Track your proposal covers:
 - Tools for working smarter, not harder

- Comprehensive School Counseling Program
- Academics/Academic Achievement
- Issues in Counseling
- New Research
- Graduate Students
- Rural Counselors
- Career Development
- College Readiness
- Social Emotional Learning
- Information Technology
- Mental Health Awareness
- Principal/Counselor Relationship
- Parent/Community Engagement
- Session Monitor Name* (*Please arrange for a session monitor to introduce you and to remain in the session to alert you of time*)
- Session Monitor Cell Phone*
- Session Monitor Email*
- Indicate any days/times during the conference, November 13-15, during which you are unable to present.
- Indicate if you are presenting or monitoring any other programs.
- Registration Agreement* (*You agree to abide by all GSCA policies, including that each presenter and session monitor agrees to register and pay for the conference by the Early Bird Deadline*).
- **Submitter Information**
 - Submitter Name*
 - Submitter Position/Title (middle school counselor, counselor educator, etc.)*
 - Submitter Email*
 - Submitter Work Phone*
 - Submitter Cell Phone*
- **Presenter Information:** For each presenter
 - Presenter: Name*
 - Presenter: Email Address*
 - Presenter: Work Phone*
 - Presenter: Cell Phone*
 - Presenter: Upload resume to include*:
 - Educational Background/Professional Training
 - Certification/Licensures
 - Employment Background
 - Professional Organizations
 - Honors/Awards