



Thank you for your interest in submitting a conference session proposal for the Utah Library Association 2018 Annual Conference. This year's theme is **Level Up!**

This document is intended to give you an understanding of all information that is required to submit a session proposal. The proposal form should take approximately five minutes to complete. Bolded text, with an asterisk (*), are required questions.

PROPOSAL TYPE* (choose one)

- Pre-Conference (3 hours)
- Speaker/Panel Session (50 minutes)
- Speaker/Panel Session (20 minutes)
- Lightning Talk (10 minutes)

PRIMARY PRESENTER* (this person will receive notification if the proposal is accepted, and is responsible for corresponding with any additional presenters.)

- Name
- Library
- Email Address
- Phone Number
- Is the primary presenter a current ULA member? (yes/no)
 - The primary presenter must be a current ULA member
- Additional presenter contact information, if any (optional)

WORKING TITLE FOR YOUR PROGRAM*

WHO IS THE INTENDED AUDIENCE?* (choose one)

- Academic Libraries
- General Librarianship
- Public Libraries
- School Libraries
- Specialized Libraries

PLEASE CHOOSE A PRIMARY TOPIC FROM THE LIST BELOW THAT BEST DESCRIBES YOUR SESSION.*

- | | |
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| ● Access services | ● Assessment |
| ● Administration, management, and leadership | ● Collections |
| | ● Marketing/Advocacy |

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- Professional/Staff development
- Reference
- Scholarly communication
- Serving Adults
- Serving Youth
- Spaces and Places
- Special collections/Archives
- Staffing
- Teaching and learning
- Technical services
- Technology and tools

PLEASE CHOOSE UP TO THREE ADDITIONAL “TAGS” THAT DESCRIBE YOUR SESSION.*

- Accessibility (ADA-compliance)
- Acquisitions
- Administration and Management
- Adult Services
- Advocacy
- Assessment and Evaluation
- Budget Planning and Finance
- Buildings and Facilities
- Career Advice
- Cataloging
- Children’s Literature
- Children’s Services (0-5)
- Children’s Services (6-10)
- Children’s/Youth Services (11-14)
- Civic Engagement
- Collection Development
- Community Surveys
- Continuing Education and Professional Development
- Copyright
- Digital Libraries/Digitization
- Digital Literacy
- Disaster Planning
- Distance Learning
- Diversity
- E-books
- Electronic Resources
- Emerging Technologies
- Equity of Access
- Facilitation
- Family Engagement
- Fundraising
- Games and Gaming
- Genealogy
- Government Documents and Services
- Human Resources
- Inclusion
- Information Literacy
- Innovation
- Instruction
- Integrated Library Systems (ILS)
- Intellectual Freedom and Ethics
- Intellectual Property
- International Issues
- Knowledge Management
- Leadership
- Learning Commons
- Legislation
- Librarianship
- Library School Education
- Literacy
- Local History

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- Marketing
- Mentoring
- Metadata
- Mobile Technology
- Multicultural Services
- Networking
- Organizational Change
- Outreach Services
- Outsourcing
- Partnerships and Collaboration
- Personnel and Staffing
- Popular Culture
- Preservation
- Privacy
- Programming/Services
- Project Management
- Public Programs
- Public Relations
- Public Services
- RDA
- Readers' Advisory
- Recruitment
- Reference Services
- Research and Statistics
- Rural and Small Libraries
- Serials
- Social Change
- Social Media
- Special Collections
- Special Needs Populations
- Strategic Planning
- Support Staff
- Technical Services
- Technology
- Training
- Transforming Libraries
- Trends and Forecasting
- Urban Libraries
- User Experience (UX)
- Virtual Communities and Libraries
- Young Adult Literature
- Young Adult Services
- None of the above

LEARNING OBJECTIVES, NEW SKILLS, OR KNOWLEDGE THE AUDIENCE WILL GAIN FROM YOUR PROGRAM*

- Objective 1
- Objective 2
- Objective 3

DESCRIPTION OF YOUR PROPOSAL* (50 - 150 words)

OTHER PERTINENT INFORMATION (additional technology requirements, etc.)

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IF MY PROPOSAL IS ACCEPTED, I UNDERSTAND AND AGREE TO THE FOLLOWING:*

- I am responsible for providing a laptop and connector cables for my presentation. A microphone, projector, screen, and Internet connection will be provided for me. I am responsible for communicating any other equipment needs to the 2017 Conference Committee.
- Nothing may be hung on the walls of the Conference Center. If I wish to create a hanging display as part of my proposed program, I will work with the Conference Planning Committee to identify an appropriate solution.
- Outside food may not be brought into the Conference Center. If food is necessary for my proposed program, I will contact Pia Jones (pia@icmevents.com) to make the necessary arrangements.
- ULA members who present are required to register for the conference.

That's it!

Please note the following timeline:

- October 1-31: Call for proposals
- November: Program Board and Round tables review proposals
- December: Final programs selected and presenters notified
- January: Program schedule set
- January: Poster submissions open

Please feel free to contact the Program Board if you have any questions:

- Patrick Hoecherl, Program Board Chair: phoecherl@slcpl.org
- W. Shane Wallace, Program Board Vice-Chair: shane.wallace@utah.edu

