

May 17-20, 2020

Kingston Plantation Embassy Suites

Myrtle Beach, SC

*Speaker Proposal Information*

The Education Committee is currently seeking proposals from Speakers and Presentation Teams for education sessions and round tables for Carolinas Cash Adventure 2020. It is recommended that each session slot contain no more than 2 members from the session sponsor and highly encouraged to have clients or practitioners.

Priority consideration will be given to those Teams including client/practitioner co-presenters and proposing fresh, current, hot-topics especially those relating to current legislation and new trends in finance and treasury management.

*Timeline:*

January 24, 2020 Proposals due to Nick Bellamio (nicholas.bellamio@sonicautomotive.com)

February 14, 2020 Acceptance Notifications Complete

April 17, 2020 Final Presentations due to Nick Bellamio (nicholas.bellamio@sonicautomotive.com) in PDF & PowerPoint Format for posting on the website.

May 17 - 20, 2020 Carolinas Cash Adventure 2020 Conference

*Proposal Guidelines:*

Submit proposal summary in a Word document which includes the following information:

**Session Title/Presentation Level** – please specify if the session will be basic, intermediate, advanced, or executive level. Guidelines for these levels are on the following page.

**Topic Description** – Include a brief description (limit of 200-250 words) of the topic content including what will be covered, what the attendees will learn and support for the presentation level you’re proposing.

**Speaker Information** – for each speaker, include the name, title, company, address, phone, and email address.

If applicable, please include a list of similar education topics you’ve presented in the past including the organization or conference that sponsored your presentation. Also include biographical information (75–125 words) which includes current responsibilities, career history, education and professional credentials.

**Audio Visual Equipment Requirement** – Specify equipment needed, if currently known and if not standard. All rooms are equipped with LCD video/computer projection and microphones.

Carolinas Cash Adventure 2020 is a green conference, so handouts are not normally provided. Presentations are posted on the website or conference app. If the speaker would like for the audience to have a handout, the speaker must agree to provide the handout

*Guidelines for Topic Levels*

**Advanced (A)**

Sessions in this track are designed for executives with significant experience in the subject matter, but who are interested in new developments, a higher level of understanding and/or more detail understanding.

These sessions should not include any Basic introductory material.

**Intermediate (I)**

Sessions in this track are designed for general attendance by participants with a wide variety of experience levels. The subject matter should be designed for practical application and should not include more than a minimal amount of Basic material.

The majority of sessions fall into this category.

**Basic (B)**

Sessions in this track are designed for participants with lower experience levels who are seeking a basic understanding of the subject matter. Some participants may have substantial business experience but may not have experience in the session subject matter. Others may attend the session as a refresher. CTP credit hours are not earned in Basic sessions.

Material presented should not go beyond the intermediate level.

Question and Answer Periods are encouraged at all sessions since they address participants’ specific needs and are an excellent learning tool. Speakers may either accept questions during the presentation or wait until the end of the presentation.

**Carolinas Cash Adventure 2020 CALL FOR SPEAKERS**

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | **PR O PO SED TITL E** |  |  |
| 2. | **SESSION LEVEL** | Basic Intermediate AdvancedLevel of experience and knowledge required for attendees of your session. (see guidelines above) |  |
| 3. | **SU MMAR Y O F****SES S ION TOPIC** |  |  |
| 4. | **DESCRIPTION OF SESSION TOPIC AND CONTENT (75 WORDS MAX)** |  |
|  | If your proposal is selected, the description in this section will be used for pre-conference publicity and the conference program booklet. Please be clear and concise with your session description. |  |
|  |  |
| 5. | **SESSION OUTCOMES-**  |
|  | Describe, in one to three sentences or bullets, what participants will learn in this session. Describe the type of audience that would be interested in this presentation. |
|  | LEARNING OBJECTIVE (S) |  |
|  | PRIMARY AUDIENCE |  |
| 6.a. | **PRESENTER INFORMATION (It is recommended that each session slot contain no more than 2 members from the session sponsor and highly encouraged to have clients or practitioners)** |
|  | NAME |  |
|  | DESIGNATIONS |  |
|  | TITLE |  |
|  | COMPANY NAME |  |
|  | ADDRESS |  |
|  | CITY, STATE, ZIP |  |
|  | PHONE |  |
|  | EMAIL ADDRESS |  |
|  | A biography must be submitted for each presenter. If the presentation is selected, the biography submitted will be used at the conference. One can be attached if preferred. |

|  |  |  |
| --- | --- | --- |
|  | BIO (500 WORD MAX) |  |
| 6.b. | **CO-PRESENTER INFORMATION (It is recommended that each session slot contain no more than 2 members from the session sponsor and highly encouraged to have clients or practitioners)** |
|  | NAME |  |
|  | DESIGNATIONS |  |
|  | TITLE |  |
|  | COMPANY NAME |  |
|  | ADDRESS |  |
|  | CITY, STATE, ZIP |  |
|  | PHONE |  |
|  | EMAIL ADDRESS |  |
|  | A biography must be submitted for each presenter. If the presentation is selected, the biography submitted will be used at the conference. |
|  | BIO (500 WORD MAX) |  |
| 6.c. | **CO-PRESENTER INFORMATION (It is recommended that each session slot contain no more than 2 members from the session sponsor and highly encouraged to have clients or practitioners)** |
|  | NAME |  |
|  | DESIGNATIONS |  |
|  | TITLE |  |
|  | COMPANY NAME |  |
|  | ADDRESS |  |
|  | CITY, STATE, ZIP |  |
|  | PHONE |  |
|  | EMAIL ADDRESS |  |

|  |  |
| --- | --- |
|  | A biography must be submitted for each presenter. If the presentation is selected, the biography submitted will be used at the conference.  |
|  | BIO (500 WORD MAX) |  |
| 7. | **NUMBER OF PRESENTERS** |  |
|  | I have notified my co-presenter that I am submitting this proposal |
| 8. | **NOTIFIED CO-PRESENTER (S)** | YES / NO |
| 9. | **PRESENTATION DEADLINES** |
|  | **PDF Deadline** | **April 17, 2020** |
|  | **Do you agree that PDF can be posted on CCA website?** | YES / NO |
|  | **PowerPoint Presentation** | Yes / No |
| 10. | **SUBMITTER DETAILS** |
|  | **Submitter’s Email Address** |  |
|  | **Submitter’s Phone** |  |
| 11. | **PROGRAM CONTACTS (Return form to the below)** |
|  | Nick Bellamio  | Carolinas Cash Adventure Speaker Coordinator |
|  | Email: Nicholas.bellamio@sonicautomtovie.com |  |