Welcome to the 2018 SEMA Show Speaker Proposal submission site. Below you will find the information needed to submit your proposal for a workshop.

The deadline to complete your submission is 11:59 p.m. EDT on Monday, February 12th.

<u>Click Here</u> to begin.

Click "Join Now" to create a login. If you have already created an account, enter your login information in the "Already a User" section. If you are submitting on behalf of a speaker(s), you should create a log in. You will be asked for speaker information later in the process.

Proposal Requirements: The following is a list of all of the elements that will be required to successfully complete a submission. *Note: Limit 2 submissions per speaker*.

Workshop Title:

• Workshop titles cannot exceed 54 characters (including letters and spaces). Please be certain that an attendee could discern the content from the title.

Seminar Format:

• Single, Co-Presenter, Panel (maximum 5 in total)

Description and Details:

- Track: Select the track that best aligns with your topic
- **Duration:** Select 60, or 90 minutes
- Upload Video: Provide a link to a video describing your session or an example of past presentations made.
- **Overview:** Describe your session in 100 words or less.
- **Intended Audience:** Who will best benefit from attending your session. For example; job type, industry sector, experience level, etc.
- Session Description: Provide a detailed summary of your session, expanding from what you listed in the *overview* section. Cannot exceed 1,200 characters.

Once all of the above requirements have been filled out. You will see a green checkmark that confirms you've completed the section.

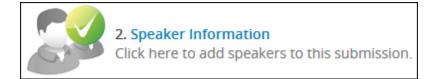


Note: After completed you can make edits to the Description and Details by clicking on it.

Speaker Information:

- **Single Speaker-** Edit existing profile created. Click the *Speaker Name* to add bio, headshot, and to confirm contact information.
- **Co-Presenter-** Click the *green plus* icon to add the co-presenter. Click the *Speaker Name* to add bio, headshot, and to confirm contact information.
- **Panel** Click the *green plus* icon to add the remaining members to the panel. Click the *Speaker Name* to add bio, headshot, and to confirm contact information.

Once all of the above requirements have been filled out. You will see a green checkmark that confirms you've completed the section.



Note: After completed you can make edits to the Speaker Information section by clicking on it.

Submit Your Proposal:

Once all tasks are complete, click PREVIEW & SUBMIT to finalize your nomination
PREVIEW & SUBMIT

Technical Support Hours: 9 – 6 ET, Mon - Fri Phone: (Direct) (410) 638-9239 Phone: (Toll Free) (877) 426-6323 Email: <u>Help@ConferenceAbstracts.com</u> Web: www.ConferenceAbstracts.com Questions or Concerns Zane Clark, Senior Director of Education Hours: 9 – 5 PST, Mon - Fri Phone: 909-978-6743 Email: <u>ZaneC@sema.org</u>

Good luck with your submission, and thank you for your interest in being a 2018 SEMA Show Education Days Speaker!