***For your convenience as you plan your submission, we are providing this preview of the WISE Session Proposal. All proposals must be submitted online via our website: global.wfu.edu/wise under the tab “Call for Proposals”***

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**WISE Conference 2024 Session Proposal Form**

The WISE Steering Committee welcomes your proposal of session topics focused on the development of intercultural skills through international learning experiences. Conference sessions are 75 minutes in length. Presenters are encouraged to allow time for questions and discussion.

WISE Conference will be held February 8-10, 2024, in Winston-Salem, NC, USA.

**Submission Priority Deadline: Wednesday, September 13, 2023**

**Final Deadline: Monday, September 25, 2023**

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**Session Leader**

The Session Leader is the individual who will be in communication with the WISE Conference Committee and in turn responsible for communicating with co-presenters.

Please note: ALL presenters are required to register for the conference. Registration grants are available on a limited basis and should be requested as far in advance as possible by emailing wiseconference@wfu.edu. Students are encouraged to apply for financial assistance.

Contact Info for Session Leader

First Name:

Family Name:

Institution or Organization Affiliation:

Job Title:

City:

State/Province:

Email Address:

Phone Number:

Bio of Session Leader

Provide a brief bio of 75 words or less. Bios of selected presenters will be printed in the conference program. [Refer to past conference programs for formatting examples.](https://global.wfu.edu/global-campus/wise-conference/past-conferences/)

**Session Proposal**

Title of Proposed Session

Keep in mind the title must accurately reflect the specific content/purpose of your session.

Session Theme -- **select all that apply**

* Campus Internalization and Campus Programs
* Diversity and Inclusion
* Experiential Learning
* International Student and Scholar Success
* Research and Assessment
* Study Abroad
* Teaching and Learning
* Other (please add):

Session Focus – **select one**

* Presenting a Best Practice
* Exploring an Issue or Topic
* Presenting Research
* Other (please add):

Intended Audience – **select all that apply**

* Faculty who lead study abroad programs
* Study Abroad professionals
* International Students and Scholars professionals
* Overseas professional staff
* Anyone with an interest in intercultural skills enhancement

Level of prior international education experience assumed for participants – **select one**

* Topic is of general interest
* Basic understanding of international education
* Intermediate experience
* Substantial experience

Provide a SUMMARY of your session
A synopsis of each presentation will be included in the conference program. Use this summary to clearly communicate your session content and attract relevant conference attendees. Limit of 50-75 words.

Session Description

Provide a detailed description of your proposal addressing the following questions:

1. Describe the main topics addressed in your session.
2. Explain how your session is relevant to the conference theme of intercultural learning.
3. Describe the planned format of your presentation. How will it be interactive and foster dialogue?
4. What do you hope participants learn or are able to do as a result of your session?

***In contrast to the synopsis, this full description will not be printed in the program; it is for the review committee.***

Provide a detailed description of your session addressing the four categories above.

Will you have additional presenters in this session?

**Contact Information for Additional Presenters**

*Provide contact details and brief bio for each co-presenter or panelist.*

Presenter #2

First Name:

Family Name:

Institution or Organization Affiliation:

Job Title:

City:

State/Province:

Email Address:

Phone Number:

Presenter #2 Bio

Provide a brief bio of 75 words or less. Bios of selected presenters will be printed in the conference program.

Presenter #3

First Name:

Family Name:

Institution or Organization Affiliation:

Job Title:

City:

State/Province:

Email Address:

Phone Number:

Presenter #3 Bio

Provide a brief bio of 75 words or less. Bios of selected presenters will be printed in the conference program.

Additional Presenters

Although we recommend no more than three (3) presenters total, if you have additional facilitators for your session or panel, list their information below. Provide full name, institution, job title, email, and brief bio.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**WISE Conference will provide the following materials in each session room:**

* + LCD Projector, Laptop [PC] & Screen for presentations
	+ Flip chart/pad on an easel & markers
	+ WiFi internet access
	+ Personnel to support presenters
	+ Note: Seating arrangement may vary depending on the venue/room

**Accessibility notice:**
Please indicate if you will need special assistance so that we can make plans for reasonable accommodations. Email wiseconference@wfu.edu by **December 8, 2023.**

**Session Presenter’s Agreement**

\_\_ I understand the WISE Conference planning team will provide the items listed above for my session, and I agree to bring any additional equipment or materials with me if I present at WISE.

\_\_\_I understand if my proposal is accepted and I agree to present at WISE, I will be required to register for the conference by the early bird deadline of **December 14, 2023.**

**Submission Priority Deadline: Wednesday, September 13, 2023**

**Final Deadline: Monday, September 25, 2023**

On behalf of the WISE Steering Committee, thank you for submitting a session proposal for WISE Conference 2024, February 8-10. Proposals will be reviewed and notifications made by November 2023. Should you have any questions prior to that time, please contact wiseconference@wfu.edu.