2017 TEXAS TOTAL REWARDS CONFERENCE
CALL FOR SPEAKERS

SPEAKER PROPOSAL INSTRUCTIONS

Please read these instructions and guidelines before submitting a proposal. All proposals must be submitted online through the **Speaker Proposal Form**. If submitting proposals for multiple topics, complete a separate form for each presentation proposed.

Deadline for submission: June 15, 2017

Presentation Opportunities

- Texas Total Rewards Conference is a two-day regional conference with multiple speakers and topics offered as 30-40 concurrent sessions.
- A typical breakout session is 60-75 minutes including Q&A and may be repeated.
- Presentations by or including practitioners are highly valued.
- We are particularly interested in educational presentations that meet the curriculum and standards for WorldatWork, HRCI, and SHRM continuing education/recertification credits.
- Topics which fall into the following categories are ideal for this conference:
    - Total Rewards
    - Compensation – Base, Incentive, Executive
    - Employee Benefits
    - Performance and Recognition
    - Development and Career Opportunities
    - Work-Life

Submission Requirements and Selection Process

- **Click here** to complete the speaker proposal form. Only proposals submitted online through the proposal form will be considered. Incomplete submissions will not be considered.
- You must provide the requested information, including a brief description (two paragraphs or less) of your presentation and 3-5 key learning objectives that will be valuable takeaways for attendees.
- The session description and learning objectives will be submitted to determine approval for HRCI and SHRM continuing education credits.
- You may also submit any sample handouts or other materials that will aid in understanding the specific topic and its relevance to total rewards professionals.
- If you have any problems with the online form or would like to send additional information, please email programs@txtotalrewardsconference.org.

Submitted materials will be reviewed for relevance, content, and quality. If your proposal is selected for the conference program, you will be notified by July 1, 2017.

Marketing Policy

Total rewards professionals attend this conference to further their knowledge on best practices, trends and new techniques relevant to their jobs. ***Chosen speakers agree to refrain from promoting or selling their products or services during their presentations.***

In the interest of our attendees, this marketing policy includes, but is not limited to, the following:

- Selling or "raffling off" products or services is NOT allowed. Exceptions on the sale of authored, signed published books will be made on a case-by-case basis.
- Soliciting attendee contact information for any purpose is not allowed. Contact initiated by the attendee is completely acceptable.
- Videotaping and audio taping are prohibited unless approved by the Conference Administrator at least 30 days prior to the presentation.
- We reserve the right to edit submitted information as deemed appropriate.

We believe that knowledgeable speakers who provide their audiences with practical information on important issues in a professional manner will attract those interested in products and services on their own accord.

Sponsorship Opportunities are available. All interested parties can contact Josh Henke, Sponsorship Chair at sponsorship@txtotalrewardsconference.org.

Post Selection

If your proposal is selected, you must provide the TTR Programs Committee the presentation and any printed materials associated with the presentation at least three weeks prior to the conference for approval. The Programs Committee will provide feedback and require any suggested revisions completed and resubmitted before the date of presentation. You will receive an email with instructions on how to submit.

Your presentation will be posted on the conference website for attendees to access. By agreeing to present, you are also agreeing to allow attendees access to your presentation, which will be available to download from our website.

Speaker Fees and Expenses

The conference does not pay speaker fees or reimburse expenses for the majority of the speaking opportunities. Travel and lodging arrangements are the responsibility of the speaker.

Speaker Benefits

- Registration: If selected as a presenter, you receive complimentary registration for the entire conference so you can attend sessions and network with peers.
- The conference provides speakers an outstanding opportunity for professional development, increased visibility and recognition, and the establishment of valuable contacts with a targeted audience.

If selected as a presenter, you will receive confirmation by July 1, 2017.