

CAMEX Educational Session Submission Checklist

- Titles should be limited to 10 words and be crafted to create excitement.
- Learning objectives must establish clear expectations and set the overall goal of the presentation.
- A brief outline should include the topics to be covered and demonstrate the intended flow of content. We suggest presenting no more than four key points within a 45-minute presentation, leaving time for Q&A.
- Indicate one or more [NACS Competency Domain\(s\)](#) addressed by the presentation.
- A complete description of the presentation, limited to 100 words, should demonstrate relevance to CAMEX participants.
- Indicate an experience level benchmark for participants: threshold, intermediate, or advanced. Unless the topic is new to the industry, CAMEX sessions should be crafted for an intermediate or advance audience. For more information on experience levels, refer to the [NACS College Store Competency Model](#).
- Indicate the presentations content type and format. For questions, contact NACS Manager of Learning Experiences [Julie Lorence](#).
- Describe how you intend to engage participants. Engagement is required for a minimum of 15 minutes for each learning session.
- Presentations must include information on how participants can adapt session content and apply learning in their own career or campus store.
- Indicate any required audio/visual equipment and room set-up requests.
- Speakers will be communicated with via email. Please ensure that an accurate email address is provided.
- All proposals must be [submitted online](#) by **August 7, 2017**. Speakers of accepted proposals will be notified by Sept. 8, 2017.

Refer to the [Session Proposal Form](#) for additional assistance in your submission preparation.