

IF POSSIBLE, PLEASE SUBMIT THIS PROPOSAL AS AN ELECTRONIC FILE

CALL FOR PRESENTERS!

NGH 2016

“Our Future Is Now”

The 29th Annual NGH Convention, Educational Conference & Exposition
August 12-14, 2016

One of the most valuable resources for hypnotists worldwide is the National Guild of Hypnotists Annual Convention, where attendees can count on finding not only motivation, but solid solutions that apply to real world situations.

HAVE THE VISION TO SUBMIT A PROPOSAL The NGH Annual Convention, Educational Conference and Exposition is the largest event of its kind in the world and provides international exposure and visibility to its speakers and presenters.

RULES & REQUIREMENTS

How Your Proposal Will Be Evaluated

Proposals will be evaluated by Convention Planning Committee usually based on some or all of the following factors:

- Quality of the content, timeliness, newly discovered and/or researched information for the profession, usefulness of your handout and relevance to the Convention theme “Building Our Profession”).
- Presenter’s background and professional/speaking experience.
- Feedback from NGH Convention evaluation forms from previous years (if any).
- Quality of the proposal submitted, including thoroughness and accuracy of the proposal form and submitted documents.
- Appropriateness for the audience.
- Quality of the proposal compared to others submitted regarding the same or similar topics.

The Presentation Proposal Form and all required attachments must be received by September 30, 2015.

Notifications will follow by January 2016.

Contact the Convention Office with specific questions at (407) 678-8956.

BENEFITS OF PRESENTING

- ◆ International exposure before thousands of Hypnotism Professionals.
- ◆ Publicity in pre-Convention promotional materials and NGH publications.
- ◆ Recognition in the Convention Program & Resource CD.
- ◆ Visibility through post-Convention CD & DVD sales.
- ◆ Enhancement of your skills and expertise in specific areas.
- ◆ A chance to share your knowledge and experience.
- ◆ Acknowledgment of your experience by peers.
- ◆ Service to your profession.
- ◆ Complimentary Convention registration fees (excludes travel and lodging).

Presenters Whose Proposals Are Selected Must Agree To:

- ◆ Provide additional information as requested by the Convention Committee and Staff.
- ◆ Cooperate with NGH Convention Staff on administrative arrangements and meet deadlines.
- ◆ **Collaborate with other presenters and the NGH Convention Office in actively promoting the NGH Convention.**
- ◆ Refrain from making substantial changes in program content or format without prior approval.
- ◆ **Be available to present on all three days (Friday, Saturday, Sunday) of the Convention at any time scheduled.**
- ◆ Allow NGH to audio and/or video tape the presentation for educational purposes.
- ◆ Refrain from using the session as a forum for promoting a business, product or service.
- ◆ Recognize that the reason for selection is to assist in meeting attendees’ educational needs.
- ◆ Guarantee that they are the sole proprietors of their materials and that no proprietary rights or copyrights belonging to any other person with the exception of acquired specific and acknowledged permission.
- ◆ **Guarantee that the topic they are proposing will not be presented in any other venue during the 2 months preceding or 1 month following the NGH convention or a topic with certification identical to other Summer Institute topics with certifications (Why would you compete with yourself, NGH or fellow faculty members?).**

Complete the two-page Presentation Proposal Form provided using in your title, subtitle and description NGH approved language (refer to www.ngh.net/CodeEthicsStandards.pdf) & mail, fax or e-mail one copy to each of the following:

Melody Damon-Bachand
Executive Director
NGH Administrative Office
P.O. Box 308
Merrimack, NH 03054-0308
or FAX (603) 424-8066
e-mail: ngn@ngn.net

Elsom Eldridge, Jr.,
Convention Director
NGH Convention Office
5703 Red Bug Lake Rd., #403
Winter Springs, FL 32708
or FAX (407) 386-6720
e-mail: nghfloridaoffice@gmail.com

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Each presenter candidate must complete and submit a copy of this form with each proposal before the proposal can be considered. Please provide all the information requested to enable the Convention Committee to evaluate your proposals. Use additional sheets of paper if necessary.

Presenter _____ **Earned NGH Credentials to follow name** _____

I have been a member of NGH for _____ years **Other Earned Accredited Degrees** _____

I am a member of www.thehypnotistsconvention.ning.com **Earned Alternative Degrees** _____

I have attended _____ Annual Conventions **NGH Certified Instructor:** Yes No **NGH Board Certified:** Yes No

I am **not** a member of NGH. Please send me membership information **NFH #104 Union Member:** Yes No

Title _____ **Organization** _____

Address _____

City _____ **State/Country** _____ **Zip** _____

Office Phone _____ **Home** _____ **Cell** _____ **Fax** _____

E-mail _____ **Website** _____

All submissions must include the following information:

1. Title: _____

*The title/sub-title should accurately describe the presentation using **NGH approved language** refer to www.ngh.net/CodeEthicsStandards.pdf. The title/sub-title are part of marketing, and should be written to generate interest from your peers. (Think of “5-10 words to fill your room.”)*

2. Sub-Title: _____

3. Format Seminar (1 hour) Workshop (2 hours) Workshop (3 hours)

Pre-Convention Workshop* 1 DAY 2 DAYS **Post-Convention Workshop*** 1 DAY 2 DAYS

** Pre- and Post-Convention workshops are limited to presenters who are able to, **through their own marketing**, draw additional attendees to the Convention. If you submit a Pre- and/or Post-Convention Proposal, **an additional sheet describing your Marketing Plan is required.***

4. Target Audience Introductory Introductory-Intermediate Intermediate
 Intermediate-Advanced Advanced All levels

5. Audio/Visual Equipment Request (Please check as appropriate or indicate “Nothing Needed”)

- Flip Chart or White Board Overhead Projector VHS Player/Monitor
- DVD Player/Monitor CD Player Screen Nothing Needed

Presenters using PowerPoint will need to provide their own LCD projector and computer

6. Preferred Day & Time (Please indicate 1st, 2nd, & 3rd choices. Presentations without 3 choices cannot be considered)

Remember: by submitting this proposal, you are committing to be at the 2016 Convention for all 3 days.

Friday, August 12	Saturday, August 13	Sunday, August 14	<input type="checkbox"/> No preference
<input type="checkbox"/> A.M. <input type="checkbox"/> AFT. <input type="checkbox"/> EVE	<input type="checkbox"/> A.M. <input type="checkbox"/> AFT.	<input type="checkbox"/> A.M. <input type="checkbox"/> AFT.	

PLEASE COMPLETE AND RETURN BY SEPTEMBER 30, 2015

Title _____ Presenter _____

Sub-Title _____

Format Seminar (1 hour) Workshop (2 hours) Workshop (3 hours)
Pre-Convention Workshop 1 DAY 2 DAYS Post-Convention Workshop 1 DAY 2 DAYS

7. Objectives: *(Briefly state, in a bulleted format, what participants will be able to do after attending your presentation. Please read and use as example the following page on How To Write Behavioral Objectives. Use additional pages if necessary)*

8. Description: *(A brief 75-word description of the content of your presentation. The description will be used for Convention marketing purposes, so use clear, conversational language. If you have any questions regarding what specific language should not be used, refer to www.ngh.net/CodeEthicsStandards.pdf. Be sure to include why/how participants will benefit from your presentation.)*

9. Proposed Handouts *(1-6 pages which help, clarify or offer additional information about your topic. Information that will further the understanding of your attendees, such as brief abstract of your program, list of resources from which you did your research, specific outline of your program, examples, etc.. Advertising or selling is not appropriate in handouts)*

10. Presentation Plan *(A detailed description of your presentation. This plan should include: An agenda outlining the content you plan to present, indicating the amount of time you intend to spend on each section. Also: a description of the way you plan to present each section of the presentation (such as discussion or exercise or demonstration, etc.).*

11. Biographical Information *75-word biography that highlights your background as relevant to this proposal content. If you are proposing a **2 or 3 Hr Workshop with a co-presenter** (not allowed for 1 hr seminars), please use a separate sheet of paper for that information.*

12. Speaking References *(First-time NGH Presenters only)*
Please provide names and email contact information for two people who have heard you present.

I have carefully read and agree to abide by the stated rules and requirements and to cooperate with NGH Convention Staff on administrative arrangements. I understand that if I fail to meet stated deadlines it may be necessary to delete me from the Convention program.

Signature

Email, fax or mail one copy each to:

Melody Damon-Bachand, Executive Director • NGH Administrative Office P.O. Box 308 • Merrimack, NH 03054-0308
FAX (603) 424-8066 • e-mail: ngn@ngn.net

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