

OCAIR Best Presentation and Best Practice Awards Submission Form

Presentation Title (Limit 75 characters): A succinct description of your presentation

Program Book Abstract (Limit 1,000 characters, about 100 words, plain text only): It may contain information identifying the presenter or presenter's affiliation (non-blinded). Concisely state the issue to be addressed, its importance to the field, and the learning/understanding attendees should expect from the session.

Presentation Development Progress (Limit, 1,500 characters, about 150 words): Please describe the current status of your presentation and describe your plans for completing it before the AIR Forum. If the presentation is already completed or a sufficiently developed draft is available, please include it in your email.

Project Narrative (Limit 4,000 characters, about 400 words): Proposal Narrative (Limit 4000 characters, ~400 words): The proposal narrative is the primary document used by reviewers in selecting Forum program presentations. Clearly explain:

- Why the issue is important to AIR members
- How you will structure your presentation

Learning Outcomes (Limit 1,000 characters, about 100 words): Your learning outcomes will be shared with reviewers and, if selected, with potential attendees. Please provide a minimum of 2 participant learning outcomes in the format: *Participants in this session will...*

Presenter(s) Experience (Limit 1,500 characters, about 150 words): Describe how each presenter's experience/knowledge makes him or her uniquely qualified to present this specific session. Do not provide general statements about degrees earned or years in IR. Be specific about the expertise related to the session.

Relevance to OCAIR Members (Limit, 1,500 characters, about 150 words): Please describe the relevance of the session topic to OCAIR members.

Forum Presentation: I understand that if my proposal is selected as Best Presentation Award, I will present at the AIR Forum and my proposal will be listed in the program book, I and any co-presenters must confirm our intent to present and register for the Forum by the deadline set up by AIR.

I Agree ___ I Do Not Agree ___

Presenter Full Name:

Presenter Email:

Presenter Institution:

List of Attachments (e.g., PowerPoint Presentation or other Supporting Documents)