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# CIRPA 2020 Virtual Conference

## Sea to Sky: the Expansive Landscape of Institutional Research & Planning

**Save as instructions**

Please complete your proposal using this template. Save your file using the following naming format:

**LASTNAME\_FIRSTNAME\_CIRPA2020.doc**

**Submission instructions**

Submit proposals by email no later than **June 1, 2020** to conference@cirpa-acpri.ca

**Shoot out session**

*Sign up to participate at:* [*https://rrcir.ca1.qualtrics.com/jfe/form/SV\_ahQ7zRPYekbpK17*](https://rrcir.ca1.qualtrics.com/jfe/form/SV_ahQ7zRPYekbpK17)

1. **Proposal Title**

*Concise description of your presentation (255 characters limit)*

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1. **Speaker(s)**

*List all speakers who will be presenting this session at the virtual conference. This will appear in the conference Schedule and Program Book. Use the format: First name Last name, Affiliation*

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1. **Abstract**

*Brief description of your presentation, including why it is important to CIRPA members. This will be used to describe the content of the presentation in the conference program (100 words limit)*

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1. **Detailed Presentation Description**

*Description of how your proposal presents research, new or improved practices, and/or ideas to advance the field of Institutional Research and Planning and the intended learning outcomes that attendees will gain from your session. (1000 word limit)*

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1. **Relevance to Conference Theme and/or Topic Area**

*Identify the relevance of your proposal to the conference theme: Sea to Sky: The Expansive landscape of institutional Research & Planning. Please list all relevant topic areas: IR operations; Research Methods; Tools & Technology; Leadership, Partnerships & Planning.*

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1. **Type of Session**

*Identify the proposed session format (i.e. concurrent session- scholarly or practitioner, or demonstration session). Please refer to the session format descriptions included in the Call for Proposal document.*

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1. **Speaker(s) Bios**

*Provide a short biographical sketch of each speaker listed above. This will be used in supporting conference materials and by session facilitators to introduce your session.*

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