# DevLearn 2024 Call for Proposals

## Welcome!

Before you begin the submission process, it can be helpful to write a draft.

* **Proposal questions:** This Word file includes all the proposal questions, allowing you to draft your answers before submitting them.
* If you have questions about the event and its audience, look at our “How to Submit a Speaking Proposal” FAQ.

Also, we’re always happy to help anyone who wants to propose a session for DevLearn. If you have questions or want to bounce your session ideas off of someone to see if they might be a fit, don't hesitate to reach out to us by emailing [programs@learningguild.com](mailto:programs@learningguild.com?subject=DevLearn%20CFP%20questions).

We're looking forward to seeing your submission!

### What are you proposing? \*

* Concurrent Conference Session (1 hour)
* Preconference Workshop (8 hours)

### Engage with the Learning Guild

If your session or workshop proposal is not selected for the initial program, would you be interested in presenting at an Online Conference if it is a fit, and/or writing an article for our community-driven online magazine, *Learning Solutions*?

* Yes
* Yes, presenting only
* Yes, writing only
* No

### Is your concurrent session a "BYOD" session? \*

BYOD (Bring Your Own Device) sessions teach attendees to use a tool or perform specific technical skills. The majority of the time in these sessions should be spent on hands-on activities where the attendee is using their own laptop, tablet, or mobile device.

* Yes
* No

### What is the suggested title for your session or workshop? \*

It’s helpful to have a title that’s clear about what topics, techniques, and/or approaches your session will cover. That can help you attract the right audience as well as assist attendees who choose sessions based on the title alone.

### What topic best describes the theme or focus of your proposed session or workshop? \*

*Choose* ***one.***

* AR & VR
* Data & Measurement
* Development & Tools
* Emerging Tech
* Games & Gamification
* Instructional Design
* Learning Platforms
* Management & Strategy
* Micro & Workflow Learning
* Video & Media
* Virtual Classrooms

### What specific skill or knowledge will attendees take away from your session or workshop?

Please describe the strategies, techniques, and/or skills your session will emphasize or teach.

Takeaways should complete the sentence: **In this session, you will learn...**

*(You must have at least 3)* ***\****

**EXAMPLE:**

1. *Why explainer videos can be more effective than plain text for sharing content*
2. *What makes a good explainer video script, including brevity, good pacing, and using language and terminology that’s right for your intended audience.*
3. *How you can use the features in the Animate pane of CaptiLine to illustrate your content and create a video without dedicated animation software.*
4. *How to record and integrate voice-over and background music into your CaptiLine file using the Audio feature.*

### Describe the problem or challenge you will address in your session or workshop and who is experiencing this challenge. \*

**EXAMPLE:**

*Many designers find themselves needing to explain complicated concepts in their courses. Pages of text technically get the job done, but they’re tedious to write and even more tedious to learn from. Plus, this approach isn’t very effective, with many people forgetting the content almost immediately after reading it. Instructional designers need more effective ways to share content in ways that make it easy to understand and remember.*

### Describe how your session will address the challenge or problem and how you will engage attendees.

Interactivity and engagement are important elements of successful sessions! Please clearly explain what attendees will do and how you will use the full time allotted during your session or workshop. **\***

***Note:*** *We rely on information provided here to select sessions that will appeal to a large number of conference attendees. Please provide us with enough information that we can envision what attendees' experience would be like.*

**EXAMPLE:**

*In this session, you’ll learn how animated explainer videos can help you create more engaging content—and learn to create them using a tool you probably already own: CaptiLine.*

*We’ll start with slimming down content for the video format and writing effective scripts that are both clear and entertaining. Next, I’ll introduce three important steps for creating explainer videos in CaptiLine, then walk through establishing an art style for your project, including fonts, color palettes, and image styles.*

*I’ll share tips on building animations in CaptiLine, leveraging both templates and tricks with variables. Finally, you will learn how to record high-quality voice-overs, from what microphones work best with CaptiLine to how to edit audio quickly in the tool itself or in Audacity. You’ll leave this session with a new multimedia approach that will make your content more enjoyable for your audience and help teach them something along the way.*

### Short Description (Optional)

Please provide a short (50-75 words) description of your session that we can use to promote the session. It should include the challenge you will address, elements of your solution, and one or more things attendees will learn or gain from the session.

***Note:*** *The description you provide may be used in marketing campaigns to promote your session and increase attendance to your session.*

EXAMPLE:

*We’re all being asked to do more with less—fewer resources, smaller budgets, tighter timelines. Become more efficient while improving your learner experience (LX).*

*Transform eLearning content into infographics, job aids, or explainer videos, and enhance learning with scenarios. Learn design strategies to simplify course transformation, including content selection, chunking, and formatting.*

### Do attendees need prerequisite knowledge?

In the space below, provide the Technology, Concepts, and/or Processes you will be discussing and the level you expect attendees to have with each **before** attending to be successful in your session or workshop. *This helps you get the right people in the room and ensure that your attendees can get maximum benefit from their time with you.* **\***

**EXAMPLE**

**Aware** = Have only seen or heard of it  
**Familiar** = Understand key features and have used them occasionally  
**Proficient** = Can effectively and efficiently use or apply it

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Aware** | **Familiar** | **Proficient** |
| Technology, Concept, or Process |  |  |  |
| Technology, Concept, or Process |  |  |  |
| Technology, Concept, or Process |  |  |  |
| Technology, Concept, or Process |  |  |  |
| Technology, Concept, or Process |  |  |  |

### How do you plan to engage attendees in your session?

Interactive, engaging sessions are the most successful. How will attendees spend their time with you? Do they need prior knowledge or skills to fully participate in and benefit from your session? **\***

### How will attendees spend their day in your workshop?

Our full-day workshops offer the opportunity to explore a tool or topic in depth. A successful workshop proposal enables us to picture how attendees will spend the day, including interactive activities, tools they will need to use, and any knowledge or skills they need to have in order to fully participate in and benefit from the proposed workshop.

**Please describe how you plan to engage attendees:** How will they spend their time with you? Do they need prior knowledge or skills to fully participate in and benefit from your workshop? Should they bring a device (laptop? mobile) and specific software? If they need specific software, is a free version available? **\***

## Now, Tell Us About the Speaker(s)

### Which conference days are you available? \*

DevLearn 2024 will be held Wednesday, November 6 through Friday, November 8, 2024.  
Pre-Conference Workshops will be held on Monday, November 4 and Tuesday, November 5, 2024.  
All sessions and workshops are presented in person at the MGM Grand Hotel in Las Vegas, Nevada. **\***

* I am available to speak at any of the conference dates above
* I have a conflict

### Please indicate the day(s) you cannot present. \*

* Monday, November 4 (Pre-conference workshops)
* Tuesday, November 5 (Pre-conference workshops)
* Wednesday, November 6
* Thursday, November 7
* Friday, November

### Primary Speaker / Workshop Speaker

**Concurrent Sessions**

We evaluate session proposals based on the content and the presenters. We rarely allow changes or additions. If you think you will be presenting with a co-speaker, please include their information in your proposal.

The Primary Speaker for a session that is on the conference program receives a free conference registration. Pre-conference activities require separate registration and fees.

**Full-Day Workshops**

We evaluate workshop proposals based on the content and the presenter. We rarely allow changes or additions. If you think you will be presenting with a co-speaker, please include their information in your proposal.

If your workshop is accepted and hosted at DevLearn, you will be eligible for our revenue-sharing arrangement. We will provide details if your proposal is accepted.

Primary Speaker: Full Name (First & Last) **\***

Job Title **\***

Company Name **\***

Email Address **\***

Cellphone Number **\***

U.S. City & State

If you are **not** based in the U.S., please state your country of residence:

If you're comfortable sharing, please indicate your preferred pronouns:

* She/Her
* He/Him
* They/Them
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Primary Speaker Bio \*

Please provide a short professional bio (up to 100 words), written in the third person. We suggest you start with your name and job role, for example:

*Cali Vargas is a senior instructional designer at ABC Designs, where she ...*

Your bio should highlight your career or educational experiences, awards, etc. Do not describe your organization's products or services or include links.

***Note:*** *If you have spoken at Learning Guild events in the past and your bio has not changed, you may enter ON FILE in this space.*

### *Concurrent Sessions ONLY:* Will there be a co-speaker for this session? \*

* Yes
* No

### 1st Co-Speaker

*The first co-speaker listed for a session that is accepted to the program is eligible for a discounted rate to attend the conference; we will provide instructions on how to register.*

Full Name (First & Last) **\***

Job Title **\***

Company Name **\***

Email Address **\***

Cellphone Number **\***

U.S. City & State

If the speaker is **not** based in the U.S., please state their country of residence:

If you know, and your co-speaker is comfortable sharing, please indicate their preferred pronouns:

* She/Her
* He/Him
* They/Them
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Co-Speaker Bio \*

Please provide a short professional bio (up to 100 words), written in the third person. We suggest you start with the speaker’s name and job role, for example:

*Cali Vargas is a senior instructional designer at ABC Designs, where she ...*

Your bio should highlight the speaker’s career or educational experiences, awards, etc. Do not describe their organization's products or services or include links.

***Note:*** *If the co-speaker has spoken at Learning Guild events in the past and their bio has not changed, you may enter ON FILE in this space.*

### *Concurrent Sessions ONLY:* Will there be a third speaker for this session? \*

*The 3rd speaker for a session will need to register for the conference at the full rate. They can use any additional discounts that apply, including early registration discounts. Refer to the registration pages on the DevLearn website for more information on the discounts available.*

* Yes
* No

### 2nd Co-Speaker

Full Name (First & Last) **\***

Job Title **\***

Company Name **\***

Email Address **\***

Cellphone Number **\***

U.S. City & State

If the speaker is **not** based in the U.S., please state their country of residence:

If you know, and your co-speaker is comfortable sharing, please indicate their preferred pronouns:

* She/Her
* He/Him
* They/Them
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

### Co-Speaker Bio \*

Please provide a short professional bio (up to 100 words), written in the third person. We suggest you start with the speaker’s name and job role, for example:

*Cali Vargas is a senior instructional designer at ABC Designs, where she ...*

Your bio should highlight the speaker’s career or educational experiences, awards, etc. Do not describe their organization's products or services or include links.

***Note:*** *If the co-speaker has spoken at Learning Guild events in the past and their bio has not changed, you may enter ON FILE in this space.*

### Are you a third-party contact for the Primary Speaker?

If you are submitting this proposal on behalf of someone else, and you are not the speaker or a co-speaker, please fill out this section. **\***

* Yes
* No

### Third Party Contact Information:

If you serve as a third-party contact person for the Primary Speaker or co-speaker(s), please provide your name and contact information here. **We require the speaker's direct contact info as well, so that we may contact them directly to discuss proposal content.**

(Third Party) First & Last Name **\***

(Third Party) Primary Phone **\***

(Third Party) Other Phone

(Third Party) Email **\***

## Submit Your Proposal

The proposal you are about to submit is for the Learning Guild’s **DevLearn 2024 Conference & Expo, to be held November 6-8, 2024, at the MGM Grand Hotel in Las Vegas, Nevada**. **Pre-conference workshops will be held on November 4-5, 2024.**

All proposals are subject to The Learning Guild's standard terms and conditions for speakers, and your submission of this proposal assumes agreement with those terms.

**NOTE:** That all sounds VERY "lawyery". The terms are fairly basic and unchanged from what we have done in the past. Should you have any questions, please feel free to reach out to us at programs@learningguild.com. **\***

* ***By clicking here, I agree that I have read and agree to The Learning Guild's standard terms***

## Thank you for submitting to speak at our event!