### IEEC2021 8th – 10th September 2021

### Submission Form

### Interactive Sessions and Seminars

### Submission Deadline – Thursday July 1st 2021

### Application and submission process

Please complete the submission details below, and return in Word format to [lynn@enterprise.ac.uk](mailto:lynn@enterprise.ac.uk) by the submission deadline of **Thursday July 1st, 2021**

You will receive an email confirming receipt of your submission within one working week. If you do not receive this or would like further details, please contact Lynn O’Byrne, email: [lynn@enterprise.ac.uk](mailto:lynn@enterprise.ac.uk)

Prospective lead facilitators / presenters will be informed by the end of July whether their submission has been accepted and must register to attend the conference by **6th August**.

### This year there are two ways in which you can contribute

1. **Facilitate** an interactive 25 minute session live during IEEC
2. **Present** a 25 minute seminar (pre-recorded, attending for live Q&A twice)

All sessions will run twice on Wednesday 8th and Friday 10th so facilitators / presenters must be available both days.

Individuals may apply for more than one opportunity.

Please note that the data supplied in this form will be used and stored for the purpose of processing this submission. If the submission is successful the data identified **in pink** below may be used on the conference website, in the conference brochure and on conference delegate lists and badges.

All data is stored and managed by Enterprise Educators UK. Their Privacy Policy can be viewed here. <https://www.enterprise.ac.uk/privacy/>

Forms follow.

### Interactive parallel session or seminar application form

All communication regarding your proposal will be made with the lead applicant who should ensure that relevant information is forwarded to other applicants.

**Please note, the information below may be used on the conference website, in the conference brochure and on conference delegate lists and badges.**

|  |  |  |
| --- | --- | --- |
| **Lead applicant** | | |
| **Title:** | **First name:** | **Surname:** |
| **Institution/organisation:** | **Job title:** | |
| Email | Telephone | Mobile: |
| **Applicant 2 (please only include names of people participating in the session)** | | |
| **Title:** | **First name:** | **Surname:** |
| **Institution/organisation:** | **Job title:** | |
| Email | Full time student co-facilitator Yes / No\*\* | |
| **Applicant 3 (please only include names of people participating in the session)** | | |
| **Title:** | **First name:** | **Surname:** |
| **Institution/organisation:** | **Job title:** | |
| Email | Full time student co-facilitator Yes / No\*\* | |
| **Applicant 4 (please only include names of people participating in the session)** | | |
| **Title:** | **First name:** | **Surname:** |
| **Institution/organisation:** | **Job title:** | |
| Email | Full time student co-facilitator Yes / No\*\* | |

### \*\* See invitation document for information related to full time student co-facilitatorsProposed interactive parallel session or seminar

**Primary themes**

Please place X next to themes that are appropriate for your session. You may select more than one.

|  |  |
| --- | --- |
|  | **1-Enterprise and entrepreneurship teaching and research** |
|  | **2-Extra and co-curricular enterprise education** |
|  | **3-Supporting start-up growth and scale-up** |
|  | **4- UN Sustainable Development Goals – how #EntEd can support** |
|  | **5- Enterprise for the 21st century workforce** |
|  | **6-Working online and at a distance** |

What type of session are you submitting? (place X next to one)

|  |  |
| --- | --- |
|  | **Interactive session** |
|  | **Seminar** |

Would you consider delivering this session in a different format (interactive / seminar) if the format you have selected is oversubscribed? **Yes / No**

Who will the session be most suitable for? (place X next to one)

|  |  |
| --- | --- |
|  | **People working primarily within the curriculum** |
|  | **People working primarily outside the curriculum including within business and community** |
|  | **Both** |

|  |  |
| --- | --- |
| We normally upload slides to the IEEC website. Are you willing for us to do so with any slides associated with your session? | Yes/No |

Please provide a title for your session:

|  |
| --- |
|  |

Please provide a summary of your session for use on the conference website and in the conference programme (80 words maximum)

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|  |

Please outline the evidence of need and effectiveness (research or practice) that underpins your submission.

(**150 words max**)

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|  |

Please summarise your session. For interactive sessions pay particular attention to how you will ensure that the session is genuinely interactive. For seminars, please explain why you feel this is the most appropriate format for your presentation.

(**300 words maximum**)

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|  |

Please outline the “take-away” (knowledge, practice, resources etc) that your session will provide for delegates.

(**150 words maximum**)

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