

# Louisiana Academic ADvising Association

## Presentation Proposal Application - LACADA 2007 State Conference

1. Please note that your proposal may be submitted by mail, fax or e-mail (as an attachment.)  
Mailing address:  
Pamela Prescott  
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Southeastern Louisiana University  
Hammond, LA 40402  
Fax number: 985-549-3879 (Attn: Pam Prescott)  
E-mail address: pprescott@selu.edu
2. Fields marked with a \* are required

- **Before you begin:**

1. Have your proposal & abstract already typed and your presenter info handy. (NOTE: The proposal should state the presentation's objectives and clearly describe how objectives will be met (materials, methods, activities, etc.). This PROPOSAL will help the committee determine if your presentation should be selected for the program. The proposal may be longer than the ABSTRACT, which is a 135 word description that is to be listed in the printed program to help conference participants decide which sessions to attend.)
2. This years Conference title is Recipe for Success: Diverse Ingredients. Proposals fitting into our conference theme will be given priority consideration.

NOTE: The 135-word abstract will be published in the printed program should your proposal be accepted. Therefore, it should **accurately describe** your presentation.

- **Include the complete title of the presentation in the abstract, but do not include your name.**
- Enclose cited publications in quotation marks.
- PLEASE proofread your abstract. **The 135- word limit includes the presentation's title.**
- Abstracts exceeding the 135- word limit *will not be reviewed.*

### Presenter Information:

\*Title of Presentation:

### Lead Presenter:

\*Last Name

\*First Name

M.I.

\* Institution

\*Street Address Line 1  
(complete official postal service address)

Street Address Line 2
*City
*State/Province
*Zip+4/Postal Code
* Country (if other than USA)
*Day Phone
FAX
*E-mail
*Re-type E-mail
If you have co-presenters, please list them in the order you would like them to appear in the printed conference program, if your proposal is accepted. (Fields marked in * are required if there are co-presenters.)
<b>Co-Presenter 1:</b>
*Last Name
*First Name
M.I.
*Institution
<b>*Program Formats</b>
<b>Numerically rank ( NO X's )</b> the formats <u>you would accept</u> for this presentation, with <b>1</b> indicating the format you feel most appropriate. The committee may assign a different format to assure a balanced program.
<input type="checkbox"/> <b>Concurrent Session:</b> A session primarily in a lecture format with questions and answers following the presentation.
<input type="checkbox"/> <b>Round table/Discussion:</b> A Round table discussion session where presentations are limited to short general commentaries that stimulate audience/presenter interaction.
<input type="checkbox"/> <b>Panel Discussion:</b> A Panel discussion session features 3-4 presenters discussing a topic.
<input type="checkbox"/> <b>Poster Presentation:</b> Poster Presentation, a visual display showcasing an innovative advising program, research, or activity..
<b>*Prior Experience</b>
Presentations on new topics or by new presenters are encouraged. This information will not be used as proposal evaluation criteria for acceptance.
Have you made this presentation before? If so, list date and event(s).
<input type="checkbox"/> No <input type="checkbox"/> Yes

Have you presented on any other topic before? If so, list date and event(s).

No  Yes

**\*Program Tracks**

Rank, in **numerical order "NO X's"**, up to **three (3) subject areas** that apply to the content of your presentation.

**Tracks/Target Populations**

<input type="checkbox"/> Academic Affairs/Student Services Collaboration	<input type="checkbox"/> Ethical/Legal Issues
<input type="checkbox"/> Advising Administration	<input type="checkbox"/> Facilitating Change in Advising
<input type="checkbox"/> First-generation College Student Advising	<input type="checkbox"/> Faculty Advisors
<input type="checkbox"/> First-year Students	<input type="checkbox"/> Advising Models
<input type="checkbox"/> Advising Student Athletes	<input type="checkbox"/> Multicultural Concerns
<input type="checkbox"/> Advising Transfer Students	<input type="checkbox"/> Advising Undecided/Exploratory Students
<input type="checkbox"/> Probation/Dismissal/Reinstatement Issues	<input type="checkbox"/> Retention
<input type="checkbox"/> Small Colleges & Universities	<input type="checkbox"/> Two-year Colleges

**\*My Presentation Is Based On:**

Check one:

**Research**  
Summarizes research on a particular topic or the results of a research-based study.

**Theory**  
Theory-based and challenges or enforces a particular theory.

**Models/Applications**  
Tells how an institution has implemented an advising strategy and its results at that institution.

**\*Audiovisual Request**

Due to the high costs of Audio-visual equipment, please consider carefully the most efficient presentation methods. Check **ONLY** specific equipment needed. In all cases, computers are the

presenter's responsibility. Program Committee will determine availability.

None

I will bring the following equipment and am willing to share it with another presenter

Flip chart/Marker

Slide Projector/Screen

Overhead Projector/Screen

Screen Only (will bring my own LCD projector)

VCR/Monitor

Internet Access

LCD projector/Screen

**\*Presentation Proposal:**

**Part A:**

Type or paste in your presentation proposal. **Include the complete title of the presentation, but do not include your name** in this proposal. The proposal should state the presentation's objectives and clearly describe how objectives will be met (materials, methods, activities, etc.).

**\*Part B: 135 Word Abstract:**

This abstract will be published in the printed program should your proposal be accepted. Therefore, it should **accurately describe** your presentation. Conference participants use session abstracts to determine which sessions to attend; therefore, it should accurately describe the content and focus of your proposed session. Well-written abstracts have a greater probability of being selected.

**Include the complete title of the presentation, but do not include your name.**

- Enclose cited publications in quotation marks. PLEASE proofread your abstract.
- **The 135- word limit includes the presentation's title.** Abstracts exceeding the 135- word limit *will not be reviewed.*
- Abstracts of accepted presentations may be edited by the program committee.

**Please Read Before You Submit:**

Once you submit your proposal, a confirmation containing the full content of what you have submitted will be automatically sent to you and your co-presenters via email following your successful submission. If you do not receive an email confirmation, email [pprescott@selu.edu](mailto:pprescott@selu.edu) or call (985)549-3853

If you need to make a change to an application you have already submitted, e-mail us immediately. **DO NOT** re-submit the same application if you need to make a change.