**Academy for Lifelong Learning**

**Spring 2021 Speakers Series**

**Zoom Presentation Proposal Form**

Academy for Lifelong Learning

113 West Avenue

Saratoga Springs, NY 12866

587-2100 x2390

Email: [Jeff.Shinaman@esc.edu](mailto:Jeff.Shinaman@esc.edu)

**Monday Series, 11:30 AM – 1:30 PM, April 19 – June 7**

**Dates:** **April 19, 26, May 3, 10, 17, 24, June 7**

**(No classes May 31 – Memorial Day)**

This series runs for seven weeks and features a different topic and volunteer speaker each week. This proposal is for one, 2-hour class with a break in the middle and time for questions.

Class location: Zoom. The Academy has Zoom licenses and, if you need one, will assign one to you for your presentation.

Please submit for consideration **by February 12** for a spring 2021 presentation. If it is after February 5 or if you are interested in proposing a multi-week presentation or if you have any questions, feel free to contact Executive Director Jeff Shinaman at [jeff.shinaman@esc.edu](mailto:jeff.shinaman@esc.edu) or 587-2100 x2390.

Please type your information in the boxes provided below. As you type in your response, the size of the box will increase to accommodate your information.

If you pause in the completion of the form, be sure to click on File, then click on “Save As” and designate where to save the form, so that you will not lose the information you have already typed.

Each box is preceded by a description of the information requested in that box. Specific instructions on what and how information should be entered are also provided.

When you have completed the form, save it and send it in an email to the address above. The Academy will review it and respond to you with any recommendations and to schedule your presentation.

**Title of proposed presentation** (for publication in class brochure)

**Presenter (s)**

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| --- | --- |
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Please include your name, email address, street address, home, work and cell phone numbers and that of any co-presenters.

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| --- |
| **Brief Description**  Using a maximum of 125 words, describe your presentation in a way that “whets the appetite.” |
|  |

**Proposed Format**

Check all that apply. Keep in mind we encourage **interactive participation** between study group members and presenters.

\_\_\_\_\_\_discussion

\_\_\_\_\_\_lecture

\_\_\_\_\_\_other (please specify)

**Background/Experience**

Please provide a brief description of your background andexperience in this proposed topic,and that of any co-presenter.

**Availability**  Please indicate dates (if any) during the term when you would NOT be available to present. You may also indicate which dates you would prefer.

***Dates for your reference:***

**Monday, 11:30am – 1:30pm: April 19, 26, May 3, 10, 17, 24, June 7**

Jeff will contact you after your proposal is reviewed. Thank you!