



ACEC Coalitions Program Proposal

ACEC Coalitions thrive on the sharing of best practices, business experiences and specialized information for engineering businesses...

We invite you to volunteer your expertise with your peers and colleague through our multiple networking forums.

Please fill out the form below with your program and/or publication ideas as completely as you can along with your bio. Questions? , please call Katie Goodman at 202-682-4332 or e-mail her at kgoodman@acec.org.

When you've completed the form, select "Submit Form" which will e-mail the form directly to the ACEC Office, or select "Print Form," to print the document and mail to **ACEC Coalitions, Attn: Katie Goodman, 1015 15th Street, NW, 8th Floor, Washington, D.C. 20005.**

SUBMISSION DATE:

SECTION I

INSTRUCTOR CONTACT INFORMATION

Name:

Title:

Employer:

Street Address:

City:

State/Province:

Zip Code:

Country:

Day Telephone:

Fax:

E-mail:

Coalition:

THEMES (PLEASE Select THE TOPICS THAT YOUR PRESENTATION OR PUBLICATION WILL ADDRESS)

Business Management and Ethics

Operations and Administration (Finance, HR, IT)

Leadership

Contracts, Legal, Risk Management

Business Development

Project Management and Project Delivery

Market Sectors and Opportunities

ABSTRACT (INFORMATION WILL BE USED IN PROMOTIONS AND BROCHURES. LIMIT: 100 WORDS)

SEMINAR TYPE (PLEASE INDICATE WHICH TYPE OF PRESENTATION YOU WISH TO DELIVER)

Online Seminar

An online seminar requires the instructor to deliver a PowerPoint presentation over the web and provide the participants with supplemental material. They are designed to present technical information with the goal of gaining retention. Online seminars are 90 minutes. If this option is selected, [continue to Section II](#).

Education Session

Education Sessions can be delivered in the form of panel discussion or PowerPoint Presentation. Education Sessions have the goals of communicating relevant technical or current information to the audience, but are delivered in person at ACEC events and seminars. Education sessions are 75 minutes. If this option is selected, [continue to Section III](#).

Coalition Publication

Publications are authored on a specific education topic and released through the ACEC Online Bookstore. Publications may be subject to outside legal review. If this option is selected, [continue to Section IV](#).

SECTION II: ONLINE SEMINAR

PROPOSED TOPIC/TITLE:

TARGET AUDIENCE (PLEASE CHECK AS MANY AS APPLY)

CEO/Principals	Business Development Professionals
Project Managers	Design Professionals
Marketing Professionals	Informational Technology Professionals
Human Resources Professionals	Financial Professionals
Environmental Professionals	Legal/ Risk Management/Ethics Professional

LEARNING OBJECTIVES: PLEASE INDICATE 2-3 CURRENT INDUSTRY TRENDS WHICH THE INSTRUCTOR INTENDS FOR THE AUDIENCE TO UNDERSTAND OR BE ABLE TO PUT IN PRACTICE AS A RESULT OF THE PRESENTATION.

TARGET FIRM SIZE (CHECK AS MANY AS APPLY)

Small Firm Medium Firm Large Firm

PROPOSED PRESENTERS: PLEASE SELECT THE NUMBER OF PROPOSED PRESENTERS

SOLE PRESENTER 2+ PRESENTERS PANEL DISCUSSION

Who do you recommend as an additional presenter for your proposal?

Name:

Title:

Employer:

Street Address:

City:

State/Province:

Zip Code:

Country:

Telephone:

Fax:

E-mail:

Who do you recommend as an additional presenter for your proposal?

Name:

Title:

Employer:

Street Address:

City:

State/Province:

Zip Code:

Country:

Telephone:

Fax:

E-mail:

SPEAKER BIOGRAPHY: PLEASE INCLUDE A BIOGRAPHY FOR EACH PRESENTER

SECTION III: EDUCATION SESSION

PROPOSED PRESENTATION TITLE:

TARGET AUDIENCE (PLEASE CHECK AS MANY AS APPLY)

CEO/Principals	Business Development Professionals
Project Managers	Design Professionals
Marketing Professionals	Informational Technology Professionals
Human Resources Professionals	Financial Professionals
Environmental Professionals	Legal/ Risk Management/Ethics Professional

TARGET FIRM SIZE (CHECK AS MANY AS APPLY)

Small Firm

Medium Firm

Large Firm

INSTRUCTIONAL FORMAT (CHECK AS MANY AS APPLY)

Lecture	Case Discussion
Panel	Workshop
Other	

Who do you recommend as an additional presenter for your proposal?

Name:

Title:

Employer:

Street Address:

City:

State/Province:

Zip Code:

Country:

Telephone:

Fax:

E-mail:

Who do you recommend as an additional presenter for your proposal?

Name:

Title:

Employer:

Street Address:

City:

State/Province:

Zip Code:

Country:

Telephone:

Fax:

E-mail:

SPEAKER BIOGRAPHY: PLEASE INCLUDE A BIOGRAPHY FOR EACH PRESENTER

SECTION IV: COALITION PUBLICATION

PROPOSED TITLE:

TOPIC/DISCIPLINE OF DOCUMENT (PLEASE SELECT ONE)

Contract Document

Toolkit Template

Toolkit Template Operational

Practice Guideline

SCOPE/FORMAT OF DOCUMENT (PLEASE SELECT ONE)

Structural Engineering

Surveying/GIS/Geospatial

Mechanical/Electrical Engineering

Development Services/Land Development

Small Business Issues

LEARNING OBJECTIVES: PLEASE INDICATE 2-3 CURRENT INDUSTRY TRENDS WHICH THE AUTHOR INTENDS FOR THE READERS TO UNDERSTAND OR BE ABLE TO PUT INTO PRACTICE AS A RESULT OF THE PUBLICATION.

Who do you recommend as an additional author for your publication?

Name:

Title:

Employer:

Street Address:

City:

State/Province:

Zip Code:

Country:

Telephone:

Fax:

E-mail:

Who do you recommend as an additional author for your publication?

Name:

Title:

Employer:

Street Address:

City:

State/Province:

Zip Code:

Country:

Telephone:

Fax:

E-mail:

**Thank you for your information! We will contact you
regarding your proposal shortly!**