

Call for Presenters
Ohio Association of Parliamentarians
2018 Annual Session
Friday, May 4 & Saturday May 5, 2018
IT'S PENDING. LET'S DEBATE. TAKE ACTION!
Cleveland State University-Student Center Ballroom
Cleveland, Ohio

The Ohio Association of Parliamentarians (OAP) was chartered July 27, 1968 and will be celebrating the 50th anniversary of its chartering during the 2018 Two Day Annual Session. We invite you to be a part of OAP's remarkable history by being a presenter at the Annual Session.

The purpose of OAP is to promote the study of parliamentary procedure and the educational programs of the National Association of Parliamentarians (NAP). Our goal is to encourage the understanding and use of the Robert's Rules of Order to enable groups of all types and sizes to meet effectively, making decisions in a fair and consistent process that makes good use of everyone's time.

To that end, we encourage our members to consider being workshop presenters at the Annual Session. We have some extremely talented members, and as we encourage learning by doing. Again this year, we encourage our experienced presenters to partner with a member who has not made presentations at an OAP Annual Session or NAP Conference to co-present with them. Workshop topics that are in line with the session theme **"IT'S PENDING. LET'S DEBATE. TAKE ACTION!"** are encouraged. By request, we would like to offer two training tracks, one geared towards community members and those with a basic working knowledge of Roberts Rules of Order, Newly Revised 11th Edition, and one that is "beyond the basics" geared towards those who minimally have passed the NAP membership exam, are studying for the RP exam, or are already RPs and PRPs. **Please submit your proposal on the attached form by November 30, 2017. If selected to be a presenter your registration fee for the Annual Session will be complimentary, however, we ask that you submit your registration form to ensure we have an accurate count for materials and refreshments.**

Proposal Submission Guidelines: When developing your proposal, please keep in mind we want to provide workshops that will assist officers and members of local community organizations and municipal clerks in having more productive meetings. We also want trainings that intermediate and advanced OAP members will find helpful to them in their study and enhancement of their parliamentary work. Please be creative in designing a presentation that fully involves attendee participation through role playing, demonstration scripts, discussion, questions, and engaging interactive activities. We want to make sure that everyone takes something away from the session that they can use in their work with the organizations they are involved with.

Session Length: Each session will be **60 minutes** including question/answer/discussion time.

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Workshop Proposal

Please provide the following information by **November 30, 2017**, to Deborah Willis mruss72650@aol.com

Title of Presentation:

Level your presentation is best suited for: **Beginner** **Intermediate** **Advanced**

Presenter's name, NAP membership category, OAP Unit affiliation (If applicable), email address

Presenter's biography (200-word maximum)

Co-presenter's name, NAP membership category, and OAP Unit affiliation (if applicable)

Co-presenter's biography (200-word maximum)

Description of presentation (200-word maximum)

Learning objectives (3-5 specific objectives)

- 1.
- 2.
- 3.
- 4.
- 5.

Special equipment requests:

Indicate what interactive activities will occur during your session to encourage attendee participation: