**2020 MMA Conference Session Proposal Form**

**1. Proposed Session Title** (12 words or fewer)

2. Content Area

*Which specific area of museum work does the session most closely relate to?*

* Accessibility
* Archiving
* Collections and Registration
* Community Engagement
* Conservation
* Development and Fundraising
* Digitization
* Diversity, Equity, and Inclusion
* Education and Programming
* Evaluation and Research
* Exhibitions
* Interpretation
* Leadership and Administration
* Marketing
* Membership and Visitor Services
* Visitor Experience
* Volunteers
* Other:

3. Session Format

*Please review detailed descriptions of the session types in the Call for Proposals before making a selection.*

€ **Panel** (session should feature 1 moderator and 2-3 presenters (moderator may also present). Presenters will speak about a specific project or topic.

€ **Campfire** (facilitated conversations that those who attend a session have together as a group).

€ **How-To** (guided, hands-on, "mini-workshop" experience for attendees.

**4. Session Description** (100 words or fewer)

*\*For extended instructions, please review the Call for Proposals*

**5. Session Discussion** (300 words or fewer)

*For extended instructions, please review the Call for Proposals*

*Describe what your session will look like. Include answers to the following questions:*

* + *What are the 3 main points or ideas that will be covered?*
	+ *What will attendees learn?*
	+ *What will they feel empowered to do?*

**6. Session Organizer**

Name

Title

Institution

Email Address

Phone Number

Participant 2

Name

Title

Institution

Email Address

Participant 3

Name

Title

Institution

Email Address

Participant 4

Name

Title

Institution

Email Address

**10. AGREEMENT**

By submitting this proposal, I understand and agree to the following:

I understand that as the session organizer, I am the primary point of contact with MMA. It is my responsibility to communicate with the other participants in my session.

* If accepted, the session organizer will review and approve the session description by May 1, 2020.
* If accepted, the session organizer and the other session participants will register for the conference by July 31, 2020.
***\*\*All conference presenters are expected to register for the conference.***
* If accepted, the day and time of the session is at the discretion of the MMA Programs Committee
* MMA may elect to use my session description and other publicly available digital content (social media profiles, published papers, exhibits produced, etc.) in their publicity efforts.

I agree