



TASN
Call for Presentations

I. Call for Presentations

TASN is looking for speakers to present educational sessions that focus on key areas and topics relevant to school nutrition including but not limited to:

Key Areas:

Nutrition
Operations
Administration
Communications and Marketing

II. Developing Your Presentations

Presentations should be approximately 45 minutes to 1 hour long and should be based on the topics listed above or other issues and trends facing the Child Nutrition Industry.

III. Submission Criteria

Each session proposal must be submitted separately. Please list the speaker(s) full name, ISD or company, and contact information and, if different, the primary contact person's name, ISD or company, and contact information. All presenters must provide a brief description of presenter education, professional experience, and relevant presentation experience and references. Speaker biographies must be completed and submitted with proposal and will be used to introduce speakers at Conference.

Proposals should include a written abstract that describes the presentation in 100 words or less. If accepted, this abstract will be used to promote the session in the Conference Program and should focus on session content and why attendees should participate in the session. Each abstract must also include three expected learning outcomes, and indicate whether it would be suitable for Specialists, Managers, Supervisors, Directors, Students or some combination thereof.

Please Note: All sessions may be recorded for use in programs including but not limited to: TASN training sessions, district in-house training sessions, and self study courses. Session recordings may be sold for the programs listed above. If you are unwilling to allow TASN to record your session, please indicate this in your proposal. Otherwise, the proposed session may be recorded.

Finally, please indicate the following:

- If you or your session is funded by an industry partner or other commercial entity or nonprofit entity that is not a school district, state agency, or federal agency.
- If you are willing to present this session multiple times.

IV. Proposal Timeline

- Submission deadline: **December 1**
- Notification of acceptance deadline: **January 15**
- Notification of Presentation date and time: **February 1**
- Accepted presenters will be required to return signed agreement and presentation materials (PowerPoint, handouts, etc) by **February 28**

V. Speaker Guidelines

- All presenters are expected to adhere to copyright laws.
- Speakers and facilitators must refrain from the use of brand names or specific product endorsements in their presentation. Under no circumstances is this platform to be used as a place for direct promotion of a speaker's product, service or monetary self-interest. No samples can be given out during the session.
- Speakers are required to register for the TASN Conference if they intend on participating in any events other than their presentation during the conference.
- Presentations made by conference speakers are considered professional contributions to the school nutrition industry, therefore all speakers wishing to attend the entire conference must register and pay the registration fee. For learning session TASN does not pay an honorarium for speakers or any related travel expenses including airfare, hotel or meals. Speakers who only come to Conference to present will be allowed access to their session only.

VI. Benefits of Being a Presenter

- Recognition as a subject matter expert to a large school nutrition and industry audience.
- Promotion as a professional presenter to 6,000+ TASN members, potential and registered attendees.
- Promotion via e-mails, faxes, event marketing brochures, press releases, on-site program information and the TASN website.
- Networking opportunities with TASN members and vendors.
- Contribution to furthering the professional development, training, and education of the school nutrition industry.

VII. Method of Submission

Send the requested information to: **Incomplete proposals will not be accepted.**

TASN HQ

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