IAAPA EXPO 2024
Call for Presentations

IAAPA Expo is the largest international trade show for the global attractions industry, featuring over 550,000 net square feet of exhibit space and over 1100 exhibitors, and more than 30,000 participants. IAAPA attendees are attractions professionals from across the globe representing Amusement Parks, Theme Parks, Attractions, Water Parks, Family Entertainment Centers, Zoos, Aquariums, Resorts, Museums, Science Centers, Manufacturers & Suppliers or Themed Entertainment. The Education Conference at IAAPA Expo features over 100 education opportunities designed specifically for attractions professionals and takes place at Orlando's Orange County Convention Center. The conference program at IAAPA Expo 2024 takes place November 18th-22nd.

Volunteer speaking engagements at IAAPA Expo are delivered by industry and non-industry professionals. Speaking at IAAPA Expo is an opportunity to be a leader in your field and to serve as a subject matter expert. IAAPA Expo Speakers play an important role in moving the attractions industry forward!

Speakers are provided complimentary registration to IAAPA Expo which includes the Education Conference Program and access to the Trade Show Floor, however IAAPA does not reimburse speakers for travel or accommodations.

Submission Guidelines

IAAPA is seeking abstracts that reflect the best thinking in the industry, informed by theory, research or case studies. Be sure the content of your submission is relevant to attractions industry professionals. IAAPA Expo attendees should walk away with action items, best practices, and fresh ideas they can implement in their facilities. And don't forget, this is the industry of fun!

- Multiple abstracts are encouraged; however, a speaker may not participate in more than four (4) sessions.
- Sessions cannot be used as a place for direct promotion of a presenter's product, service, or monetary self-interest. Sales pitches disguised as presentations will not be considered.
- Sessions are not accepted with more than two (2) presenters from the same company.
- Session date and time is not guaranteed. A balance of session type and topics throughout the conference is the primary objective.
- All presenters must accept the terms of the IAAPA Expo Speaker Agreement including but not limited to;
  - Completing any presentation materials on the provided IAAPA Expo branded PowerPoint
  - Upload completed presentation in advance of IAAPA Expo
  - Use the provided computer within the room
- Select sessions at IAAPA Expo 2024 will be recorded. Session recordings will be used for a concurrent digital event and as a continued resource on IAAPA's online learning platform.
- IAAPA reserves the right to combine session abstracts or change the session format to balance the number of sessions.
- Due to the high volume of submitters, IAAPA is unable to provide direct feedback related to the reason a submission was not accepted.
- Speakers must adhere to posted dates and deadlines such as document requests, session information, registration, etc. IAAPA reserves the right to cancel sessions based on noncompliance.

Important Dates

The dates below provide some details about significant activities related to the IAAPA Expo 2022 Call for Presentations.

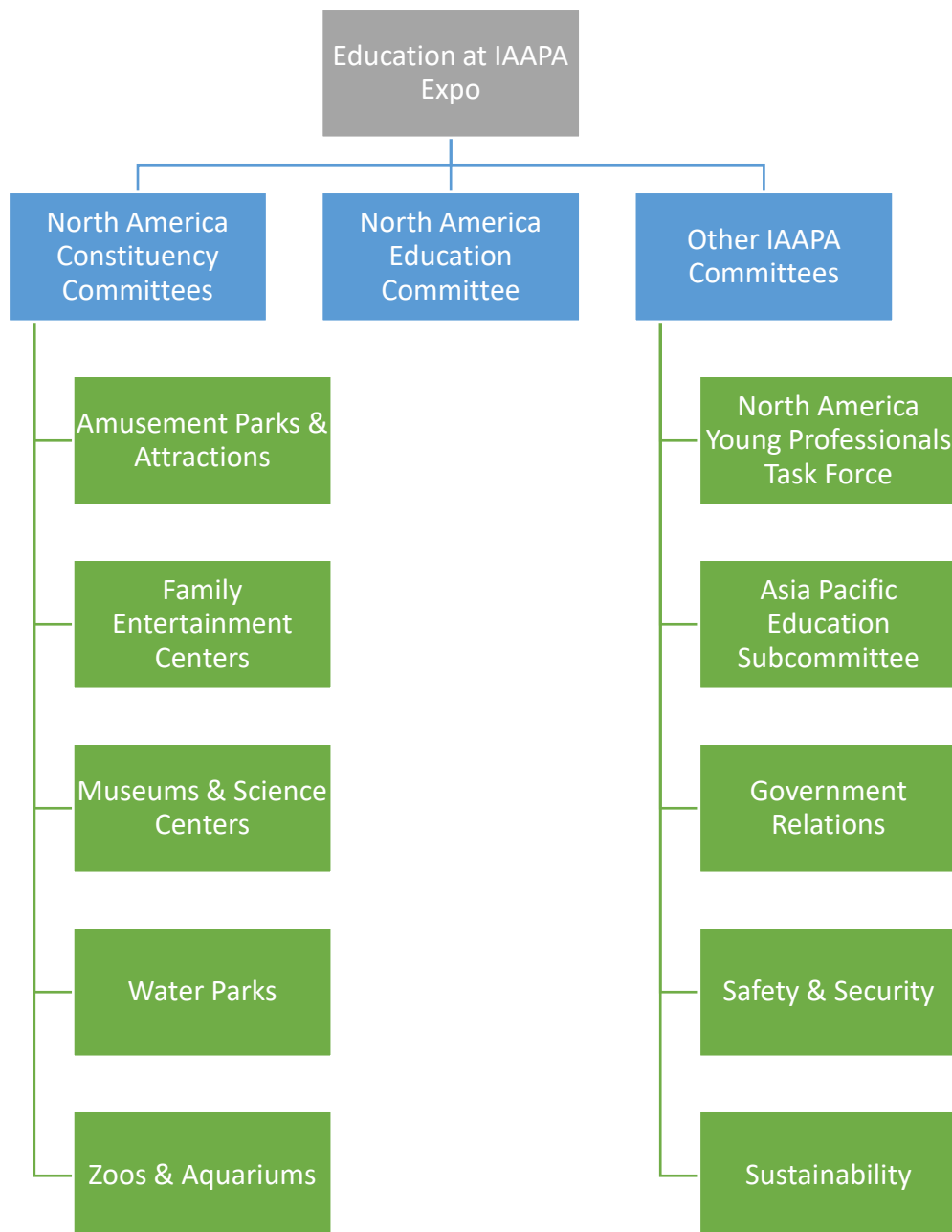| Date	Activity
Nov. 13, 2023	Call for Presentations portal open for submissions
Feb. 26, 2024	Call for Presentations portal closes, no further submissions accepted
Mar. 1, 2024	IAAPA Committees begin the submission review process
Apr. 1, 2024	IAAPA Program Planning Committee meets to finalize session selections and conference programming
May. 6, 2024	IAAPA reviews the Program Planning Committee recommendations and notifies submitters

Proposal Review Process

Submissions are reviewed by IAAPA committees who are tasked with ensuring the conference offers a comprehensive, non-promotional, objective, and diverse program. IAAPA committees are made up of IAAPA Members and are considered subject matter experts in their field. They seek to find sessions that intend to move the industry forward, challenge traditional thinking, and offer solutions to common problems. After making their selections, committees work with presenters throughout the remainder of the year to plan the selected sessions for IAAPA Expo.

During the review process, Committees will consider proposals that include the elements listed below.

- Adult learning theory and instructional design – proposals should be innovative, stimulating, outcome focused, and engaging
- Participant motivation to attend session – professional development, improve efficiencies, problem solving, networking, self-discovery
- Specific learning outcomes – clearly defined objectives and learning outcomes
- Type of content – proposals should be industry relevant, contain best practices, case studies, or be informed by research
- Audience appeal – does the session align well with the audience selected

The following represents IAAPA committees who review the Call for Presentation submissions and may be involved in session planning for IAAPA Expo.

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                        Education at IAAPA
                              Expo

   North America          North America         Other IAAPA
   Constituency            Education            Committees
   Committees             Committee

   Amusement Parks &                        North America
   Attractions                              Young Professionals
                                            Task Force

   Family                                   Asia Pacific
   Entertainment                            Education
   Centers                                  Subcommittee

   Museums & Science                        Government
   Centers                                  Relations

   Water Parks                              Safety & Security

   Zoos & Aquariums                         Sustainability
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Proposal Submission Criteria

The following items are a requirement for all submissions.

- ***Title** – The session title is the first required part of the abstract process. When creating a session title;
    - Convey the intent of your presentation with a succinct title, <u>under 75 characters</u>
    - Use words to grab the attendee's attention
    - Appeal to the intended target audience
- ***Session Description** – The session description should provide the benefits of attending the session. If the proposal is selected, the session description will be used for the conference website and within IAAPA Connect+. When creating a session description:
    - Write in third person, present tense
    - Write in a style that makes the session appealing to attendees but can accurately deliver on the proposed description.
- **Other Session Information** – Proposals will have additional space to share any other information important for consideration of the proposal. Examples of items you might explain in this area are;
    - Speakers not yet confirmed for the presentation.
    - Any activities or exercises you plan to conduct during the session
- **Session Type** – IAAPA Expo presentations are typically presented in 1 of the following formats:
    - **EDUSession** – 60 or 90 minute presentation. Can be presented as a Keynote or a Panel of speakers.
    - **EDUTalk –** 20 minute keynote in a more casual learning environment.
- **Room Set Preference –** You may select a preferred room set-up for your session. Room set-ups are not guaranteed and are assigned by IAAPA. Possible Room Sets include:
    - **Theater** – Rows of seats facing the stage. Great for presentations exploring a topic or a panel of speakers discussing a topic
    - **Roundtables** – Attendees sit around large roundtables during the presentation. This is good for sessions that promote informal face to face discussions between fellow attendees.
    - **Interactive** – This room set has Theater style seating near the stage, a gap of space where attendees interact and learn through structured group exercises or participate in interactive activities, and high top tables near the back of the room to encourage collaboration among attendees.
- **Area of Practice –** Identifies the overall topic of the presentation. Each Area of Practice has multiple disciplines that could be a more specific focus of the discussion. For a breakdown of these disciplines, please reference IAAPA's Common Body of Knowledge.
    - Proposals may select up to 2 Area's of Practice.
- **Learning Objectives -** List up to 3 learning objectives that attendees can achieve by attending your proposed session. If selected, Learning Objectives may be posted to attendees along with the session description to inform attendees of the benefits of attending the session.
  When writing Learning Objectives:
    - Write objectives from the perspective of the learner (not your presentation objectives).
    - Make them action or results oriented using leading words like apply, analyze, discuss, develop, examine, explore, identify, recognize, etc.
    - Avoid passive words like: learn, understand, and know.
    - Blooms Taxonomy is a framework that classifies education objectives into different cognitive levels. Each associated with specific verbs that describe the type of thinking or action a learner should demonstrate after completing a learning experience. To reference Blooms Taxonomy view this additional resource Bloom's Taxonomy Verbs
    - Make sure that you can deliver on the objectives you choose!

- **Content Level** – Assist IAAPA by selecting one of the options below for content level. If the proposal is selected, your selection will be used to assist attendees determine if the session is the right fit for them.
    - Introductory (Suitable for all attendees)
    - Advanced (Suitable for those with at least 3 years previous experience)
- **Language Presented In** – Please indicate which language this presentation will be delivered in. Due to the global nature of IAAPA Expo Attendees, select sessions may be translated.

- **Presenters** – Submissions should identify the individuals who will participate in the session by indicating their speaker role and submitting a brief biography and headshot. If all speaker roles have not been assigned at the time of the submission, they may be added later if the session is accepted, with assistance from IAAPA. Each session allows for a maximum of four (4) speakers, one (1) of which may act as the moderator. **Submissions that exceed the speaker maximum will not be considered.**

Speakers roles:

Speaker: Individual presenting a topic

Moderator: Leads a speaker panel discussion, introduces topics, or facilitates question and answer with attendees

Panelist: a member of a panel discussion

Facilitator: Individual leading an informal discussion during roundtable sessions

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What's Happens Next?

If your proposal is accepted, you can expect the following:

- IAAPA will notify the submitter of their acceptance into the education conference according to the timeline above.
- Upon acceptance, the submitter will be asked to confirm the session presenters.
- Session presenters must accept and submit the speaker agreement in advance of IAAPA Expo which include but are not limited to;
    - Completing any presentation materials on the provided IAAPA Expo branded PowerPoint
    - Upload completed presentation in advance of IAAPA Expo
    - Use the provided computer within the room
- The selecting IAAPA committee will begin correspondence with the presenters to assist with session planning. The committee will:
    - Assist with shaping the content and final presentation
    - Ensure deadlines are met
    - Review presentations
    - Liaise between IAAPA staff and presenters
    - Support presenters at IAAPA Expo with session logistics
- The submitted title and promotional abstract will be provided to IAAPA's marketing team for edits and will be used to describe and promote the session on the IAAPA website and in the trade show program.
- Speakers must consolidate and submit one (1) presentation using IAAPA Expo branded PowerPoint template.

If you have questions about the Call for Presentations, reach out to Max Glorit, at MGlorit@IAAPA.org

Submit Proposal