

The Order of the Daughters of the King®

TRIENNIAL 2012

June 27 – July 1, 2012

Indianapolis Marriott East, Indianapolis, Indiana

FORM FOR WORKSHOP PROPOSAL

Workshop Application Deadline: **January 15, 2012**

I. INVITATION TO SUBMIT WORKSHOP PROPOSALS

The workshop planning committee would be pleased to receive your proposal for workshop opportunities for *The Order of the Daughters of the King®* Triennial event in June 2012. We request that workshops relate to either the theme of the event, "Looking to Jesus – Spreading His Love," or the celebration of the 125th anniversary of the Order.

All proposals must be submitted no later than **JANUARY 15, 2012**. Each workshop proposal will be thoroughly reviewed by the Workshop Selection Committee. Due to limited space, there are a limited number of workshops available. A major criterion for selection will be how the workshop experience seeks to embrace the general theme. Selections and notifications will be completed by **MARCH 15, 2012**. You will be notified after this date of your inclusion as a presenter.

LEAD PRESENTER'S NAME _____

Residence Address _____

City _____ State _____ Zip _____

Home Telephone _____ Cell Phone _____

Email Address _____

CO PRESENTER'S NAME _____

Residence Address _____

City _____ State _____ Zip _____

Home Telephone _____ Cell Phone _____

Email Address _____

II. WORKSHOP BASICS

- There are four (4) workshop times: Thursday, June 28, two sessions
(Each workshop is 1 hour and 15 minutes) Friday, June 29, two sessions
- Basic audio/visual support will be available: Flipchart and markers are available at no charge, with advance request
- Upgraded audio/visual equipment: Projection screen, computer cart, computer projector, microphone, and the like may be contracted with the hotel at your expense. (Please contact Brenda Amos, Workshop Chair, for costs of these or other extra equipment items.)
- Honorarium: The lead presenter will be given an honorarium

LIMITED SPACE, PLEASE APPLY EARLY.

I have read and I understand the workshop proposal information provided herein.

Signature of Lead Presenter

Date

Signature of Co-Presenter

Date

III. PROPOSED WORKSHOP DESCRIPTION

Name of Lead Presenter _____

Name of Co-Presenter _____

Workshop Title _____

Workshop Description _____

Workshop theme as it relates to the overall conference theme _____

Workshop Preference Times (Each workshop is 1 hour and 15 minutes; check the time(s) you would prefer to conduct your workshop)

- Thursday, June 28, first afternoon session
- Thursday, June 28, second afternoon session
- Friday, June 29, first afternoon session
- Friday, June 29, second afternoon session

Presentation Style (check all that apply)

- Lecture
- Discussion
- Q&A
- Hands on activity
- Other _____

Target Audience (check all that apply)

- All DOK
- Senior DOK
- Junior Daughter
- DOK in leadership
- Guest
- Clergy
- Chaplain
- New Daughter
- National Office Personnel

Preferred Room Set Up and Audio Visual Needs (check all that apply)

- Classroom Seating (straight tables)
- Theater Style (chairs in rows, no tables)
- Flipchart with markers
- No chairs or tables, just an open area
- Materials table
- Microphone*
- Projection screen*
- Projection cart*
- Computer Projector*
- Computer cables*
- _____
- _____

*** Please contact Brenda Amos for cost of these or other equipment items:
320 Eden Ranch Drive, Canyon Lane TX 7813, phone 830.964.3439, or
brendaamos@doknational.org.**

Please return both pages of the proposal form by **JANUARY 15, 2012** to:

DOK Triennial Workshop Chair Margaret J. Franklin Center 101 Weatherstone Drive # 870 Woodstock, GA 30188	Phone: 770-517-8552 DOK1885@doknational.org www.doknational.com
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