Workshop Title

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| FACILITATOR NAME  Organization  Contact info  (Must have 2 to 3 Facilitators) |

## ABSTRACT

# AUDIENCE

Who should attend the workshop? Submitters must demonstrate an understanding of who their target audience is.

If this is a technical workshop, indicate if this is a Beginner, Intermediate or Advanced workshop.

If this is a career related workshop, indicate if the target audiences are students, early career professionals, mid-career professionals, senior professionals or all if the workshop caters to a diverse audience.

INTRODUCTION

The reviewers are looking to answer the following questions:

* Is the workshop relevant to a track's theme?
* Are the objectives clear and well-described?
* Will this workshop draw an audience?
* Is this paper well-organized and does it flow logically?
* Is the methodology appropriate? (if relevant)
* Are the analyses appropriate? (if relevant).
* Does the evidence support the authors' arguments? (if relevant).
* Does this paper focus purely on the technology or is it a recruiting, promotional or product pitch?
* Have you delivered this workshop before?
* What is the largest audience that you have delivered this material to? At GHC, you can expect over 300 attendees in any session. Can this workshop be scaled to accommodate the attendees or do you prefer a limit?

OUTCOMES/CONCLUSION

What do you expect to accomplish? What are the takeaways for the attendees?

**PARTICIPATION STATEMENT**

A statement that the facilitators have made a commitment to attend the conference and serve on the workshop if the workshop is accepted.

# BIO

A brief description of each participant’s background, including expertise related to the topic and views of the issues. Make sure the Bios are not generic, but give the reviewers a chance to understand why the submitter(s) would give an excellent workshop. Provide any supporting materials such as a web page, testimonials, or a video snippet of your presentation that will aid the reviewers in their decision process.

REFERENCES/BIBLIOGRAPGHY

Important for reviewers to distinguish a good idea from work that has been tried and tested.