NOA GREAT LAKES REGIONAL CONFERENCE: Jumpstarting Your Best Season Yet!

Phillippe Performing Arts Center

Indiana Wesleyan University, Marion, IN

September 15, 2018

**\*Deadline for submission of session proposals:** **July 9, 2018, 11:59PM (EDT)**

Submit Signed Guidelines and Proposal Form by e-mail to:

Dr. Tammie Huntington, Regional Governor for NOA Great Lakes Region: tammie.huntington@indwes.edu

**SESSION AND PERFORMANCE PROPOSAL GUIDELINES** (carefully read, sign and date below)

The National Opera Association (NOA) Great Lakes Division is a volunteer organization. Attendees and presenters are responsible for all meals, travel, housing, and related expenses.

Submissions are invited from all members of NOA, regardless of their regional affiliation. Submissions on opera literature, performance, and pedagogy are all welcome. If a session proposal is accepted for presentation at the conference, the presenter and all participants must pay the registration fee for the convention, with the exception of invited guest presenters or clinicians. This call is for session proposals of all formats, including lectures, master classes, demonstration sessions, and poster presentations.

The call is also for attendees interested in performing on the MEMBERS’ RECITAL at the conclusion of the day. At this time, names and titles of works are all that are required; depending on demand, recordings may be solicited later. Members are encouraged to bring students, perform an opera scene, perform with students, or submit proposals for operatic solo and ensemble performances of all types.

All session proposal forms must be submitted with a bio (150 word max) of the presenter and all participating panelists for the session to be considered for approval.

Requirements for set-ups must be included in the proposal form, including human resources (singers and pianists), logistical (tables, lectern, chairs) and technical (PowerPoint, screen, microphones, etc.). **Any changes to an approved set-up must be submitted to Dr. Tammie Huntington by August 15, 2018.**

All sessions will be 50 minutes; plenary sessions and featured master classes may be an hour in length. Q&A need to be included in the timeframe. A moderator will be assigned to ensure that all sessions will end on time. This allows time to break down and set-up the next session.

The presenter(s) agrees to allow an audio or video recording to be made of the session, which will be available for purchase by convention attendees for educational purposes if possible. Portions may also be made available on the NOA and Great Lakes Region NOA website/Facebook page.

The presenter(s) agrees to allow photos to be taken during the session which will be used on the NOA website and possibly in other printed NOA publications.

*By submitting this proposal form to the National Opera Association, I acknowledge that I have read all of these Guidelines and agree to all the terms therein.*

 E-Signature - Type or Print Name: Date:

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**SESSION PROPOSAL FORM**

NOA GREAT LAKES REGIONAL CONFERENCE

**Due by July 9, 2018, 11:59 PM (EDT)**

**Primary Presenter’s Name** (as you want it to appear in all materials):

**Email**:

**Phone number**:

**Additional Presenter’s Name(s) or Co-Presenter(s)** (please specify):

**Title of Session**:

**Type of Presentation:**

**Description/Abstract of Session** (250 word max)**:**

**Description of logistical set-up for the session (placement of chairs, tables, lecturn, etc)**:

**Do you need a piano**?

**Number of pianists/singers requested for the session**:

**List any specific voice types required**:

**Describe how repertoire will be chosen/assigned**:

**Is an undergraduate or graduate student preferred**?

**Description of technology needs for the session**: Mirophones, chairs, table:

\**Presenters must provide their own laptop/iPad, adapters and extension cords for their devices.*

**Describe any other special requirements or considerations about your session**:

**Provide bio(s) (150 word max) for each presenter here**:

**Name of Person completing session proposal form if different from primary presenter**:

**Email**: **Phone**:

**TO BE COMPLETED BY THE CONVENTION COMMITTEE**

\_\_\_\_\_APPROVED: \_\_\_\_\_\_NOT APPROVED:

COMMENTS:

ASSIGNMENT:

 DATE:

 TIME:

 ROOM: