

**2018 CWC & Risk Conference**  
**9/4/2018 – 9/7/2018, Monarch Beach Resort, Dana Point, CA**  
**Submission Deadline: 1/5/18**

**CWCRC Mission:**

The CWCRC is a premier conference and expo for industry professionals. A powerful gathering of the most innovative minds in the business. More than 1,700 Risk Management professionals will come together to learn from industry experts, identify best practices, network and learn about cost containment solutions for employers, making this a must attend educational event. As a speaker, you are tasked with presenting new, innovative ideas with specific take-aways that employers can use as tools for their programs.

**Deadlines:**

- Speaker Proposal Deadline: 1/5/18 (All session proposals must be received before the board meeting in January, where they will be reviewed)
- CWCRC Board Member Approvals to Speakers: 3/1/18-4/15/18 (You will be contacted by a board member who has reviewed your proposal and they will provide you will feedback for your proposed presentation)
- Proposed Speaker PowerPoint Deadline: 5/15/18
- Conference Board Members Conference Call with Speakers: 5/25/18-6/20/18
- All Finalized PowerPoint Presentations: 7/15/18

**Speaker Proposal Checklist**

Presentations are expected to be cutting edge with practical application for risk, insurance and workers' compensation Professionals. Each speaker should use case studies, data, resources and key takeaways for *all levels of expertise*. This is your opportunity to be a mentor in the Risk Management and Workers' Compensation Industry, you are expected to present in a manner that inspires and engages your audience. The checklist below will provide you with helpful guidelines to make your presentation a success.

- All presentations are required to have a Risk Manager/WC Manager or Employer Representative that provides examples of practical and real life application of your topic.
- Any vendors who presented with a Risk Manager or Employer last year must provide new topics and information in their presentation for 2018.
- Presentations must be innovative, new, exciting and informative
- Support your idea!
  - Is there a solution with resources or key takeaways?
  - Does your presentation explain how to fix and problem?
  - Is there a real-life example, case study or data to explain the topic?
  - Can a Risk Professional bring new, innovative ideas back to their organization and apply it?
  - Does your presentation provide new information that hasn't already been presented else ware?
- Information must be factually supported and the presenter/speaker/panelist must be the subject matter expert and able to answer pointed Q&A sessions.
- Speakers must possess the ability to debate a topic without conflict and prove constructive feedback.
- All videos, photos and media within PowerPoints must be included in submittal, late videos cannot be included unless otherwise approved.
- The panel sessions should consist of 3 or 4 presenters and a moderator and will vary in length. In an effort to ensure diverse participation on the panels, the presenters should represent different organizations.

- If the session is approved, your final PowerPoint must be on the CWCRC Conference PowerPoint Template that will be provided to you. No more than 25 slides.
- Speaker Substitutions may result in the session being removed from agenda.
- Include the contact information for ALL the proposed speakers on the first page of this document.
  - Name, Title, Company, Email address
- Make sure to include the audience experience level of session
  - Informative/teaching, Advanced, Visionary
- Include topic category

**Prohibited Speaker Conduct:**

- No Self-Promotion: Speakers, presenters and panelists cannot promote themselves and their businesses during presentations, nor use Company Logo's except on the final slide. The presentation key takeaways or solution cannot including buying speakers/company's product.
- Absolutely no speakers, presenters and panelists political opinions can be expressed, unless speaker is a government employee and the topics have been approved in advance by Lanette Hanson or designated Board member.
- Presentations cannot be duplicate sessions from other conference.

**Example Speaker Job Titles:** (No Sales and Marketing Job titles are allowed on the agenda)

- VP/Director of Risk Management & Insurance
- Risk Managers
- Safety Directors
- HR Directors
- CFO, VP Finance
- W/C Director or Manager
- Claims Managers
- EH&S Managers
- Senior Claims Adjustor

**Submission:**

Please fill out this form and submit to Lanette Hanson – [lanettehanson@cwcriskconference.org](mailto:lanettehanson@cwcriskconference.org)

**Session Coordinator Contact Information:**

Name: \_\_\_\_\_

Company/Institution: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Title of Paper/Presentation:** \_\_\_\_\_

\_\_\_\_\_

**Presentation Category:**

\_\_\_\_\_

**Level of Audience Experience: Informative/teaching, Advanced, Visionary**

\_\_\_\_\_

**Detailed Description of Session: Include 2-4 Key Takeaways.** (Hit Enter to go to the next line down in fillable form.)

**Please list all Speakers and their Organizations: (Make sure to include, Company Name, Name, Job Title, and Contact Information)** (Hit Enter to go to the next line down in fillable form.)

**Speaker 1:**

**Speaker 2:**

**Speaker 3:**