



FEMA National Training & Education System Higher Education Program

Presents

“Tips to Prepare a Successful Symposium Submission For the 2018 EM Higher Education Symposium”

January 30, 2018 2:00 p.m. – 3:30 p.m. ET

The 20th Anniversary of the Annual Emergency Management Higher Education Symposium will be hosted on June 4-7, 2018 with the call for submission open now through March 2, 2018. This year we are looking forward to highlighting the best our community has to offer in the following tracks:

- Scholarship of Teaching and Learning (SoTL) in Emergency Management
- Research Methodology & Integration
- Policy & Administration of EM Programs

The Information Sharing & Symposium Planning Special Interest Group (SIG) has designed a new submission form. This year we are requesting more information about your submission up front, so we will be able to better understand your work. The hope is this activity will tee you up for developing a potential post-symposium document for publication to support the development, dialogue and dissemination of information and material resulting from the symposium.

The webinar is designed to enable submitters to successfully navigate the form, learn more about the tracks and develop a submission that will be clear and attractive to the reviewers. Three members of the SIG group will lead the webinar. They will provide an overview of the cover letter, step-by-step guidance to complete the form, discuss the presentation options and share examples of good and not so good submissions. There will also be time to engage in dialogue to provide your feedback, as well as to ask specific questions about your potential proposal.

Presenters:

Bernard Johnson, DSc., MetroPlus Health Plan Business Continuity Manager

Dr. Claire Connolly-Knox, Ph.D., Central Florida University

Wendy Walsh, FEMA Higher Education Program Manager

Registration: <https://fema.connectsolutions.com/tips-submission/event/registration.html>

Conference Call-In: 1-800-320-4330, PIN: 376368

For additional information: Contact Wendy Walsh, EMI Higher Education PM- wendy.walsh@fema.dhs.gov

January 18, 2018

