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Description automatically generated

# **Propose an** Event

## **Please provide** the names, titles, departments, and schools of each presenter:

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## Proposed title for your session:

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## Briefly describe the practice to be showcased in your session:

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## This practice is grounded in the following literature:

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| References |

## What active, learner-centered strategies will you include in the session to engage attendees?

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## Have you presented this session (or a similar session) before? If yes, please provide details.

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## What is the anticipated length of your session?

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## What are your preferred days, times, and locations for the session?

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## Describe any resources you will need to conduct your session (e.g., whiteboards for small group work, audio capabilities to play a video clip; horseshoe table configuration)

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## Talk or Workshop

**Choose One**

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|  | **Teaching Talks**  The Teaching and Learning Center sponsors and co-sponsors talks on teaching and learning topics. Presenters include those who teach across WVU as well as invited presenters from outside of WVU. Talks may be recorded at the discretion of the presenter and the availability of staff to close caption the recording for accessibility. Talks are typically offered on a single day and time. |
|  | **Workshops**  Workshops are intended to serve as teaching professional development opportunities for WVU instructors. Those who attend a workshop will receive a digital copy of the materials and an email outlining the workshop’s outcomes. (Those who submit an annual review in Digital Measures are encouraged to retain this letter for their reference when putting together their materials.) Workshops are not recorded for instructor privacy and to encourage instructor dialogue which, at times, can include vulnerable conversations on teaching. The interactive and participant-centered nature of workshop events are generally not conducive to passive recordings. Workshops are typically offered multiple times at different locations. |
|  | If you selected Workshop above, complete this additional section. Participants leave our workshops with a product or asset that can be used in their teaching. Describe the product or asset instructors will develop during the session:   |  | | --- | |  |   **Choose One**   |  |  | | --- | --- | |  | Participants will leave with a completed product/asset at the end of the workshop that can be used now or in the immediate future (e.g., next semester). | |  | Participants will leave with a partially completed product/asset, with enough resources on hand to independently finish the work on their own. | |  | If you selected partial product/asset above, please complete this section. Briefly describe the progress participants can expect to make during the workshop as well as the resources which will enable them to independently finish the work on their own.   |  | | --- | |  | | |

## Resources for Participants

Provide a link to the shared folder containing the resources you plan to distribute to participants.

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## Further Reading

The Teaching and Learning Center provides a list of further reading for participants who would like to do a deeper dive on a session topic. If the resource is a book or ebook available through WVU libraries, please provide a permalink to the card catalog.

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| Further Reading |