

2013 CALL FOR WORKSHOPS

Officers and members who wish to make a presentation on a Masonic matter at the 40th Annual Convention in Atlanta, Georgia should fill out this worksheet and forward it to the First Vice President of the Phylaxis Society before **November 30, 2012**.

Ulysses Cooper
1307 W 200 North
Clearfield, UT 84015

NAME: _____ OFFICE: _____

FULL ADDRESS: _____

PHONE: _____ E-MAIL: _____

TOPIC: _____

50-WORD ABSTRACT: _____

Your presentation will consist of:

☐ *Lecture* (Single presenter with audience exchange at the end) (Select time)

☐ 20 minutes plus 10 ☐ 30 minutes plus 15 ☐ 40 minutes plus 20

An advance copy of the lecture script must be sent to the executive secretary as follows:

Officers—30 days in advance

Other members—60 days in advance

☐ *Workshop* (Audience participation)

☐ 30 minutes ☐ 60 minutes

Send an outline and copies of visual aids to the executive secretary as follows:

Officers—30 days in advance

Other members—60 days in advance

☐ *Forum* (Multiple presenters with audience exchange and moderator)

☐ 30 minutes ☐ 60 minutes

The moderator must see that notes are recorded that capture the essence of the forum. A copy of the summary must be sent to the executive secretary within 30 days.

Your presentation will be supported by:

- ☐ Flip Charts
- ☐ Slide Projections
- ☐ Video Tapes
- ☐ Audio Tapes
- ☐ Other (Specify)

Equipment needed

- ☐ Overhead Projector
- ☐ VCR
- ☐ DVD Player
- ☐ Projection Screen
- ☐ Television
- ☐ Other (Specify)

If you do not get the requested time allocation, you will:

- ☐ Accept less time
- ☐ Cancel your presentation

If the requested equipment is not available, you will:

- ☐ Bring your equipment
- ☐ Cancel your presentation