

## NAWBO Speaker Guidelines

Below please find the guidelines for engaging a speaker(s) for a monthly NAWBO luncheon program:

- ~~///~~ Presenter must be an expert in their field
- ~~///~~ Presenter must be able to identify how they became an expert in their field
- ~~///~~ Whenever possible, presenter is to be a woman
- ~~///~~ Topic must be of importance to women business owners and identified by our membership as a subject of interest.
- ~~///~~ A minimum of 3 learning objectives must be identified for the presentation.
- ~~///~~ A minimum of 3 specific benefits from the presentation must be identified.
- ~~///~~ Whenever possible, presenters should provide some sort of visual aid for their presentation, e.g. PowerPoint presentation, handouts, slides, etc.
- ~~///~~ Presenters will speak for approximately 25 minutes and be prepared for approximately 5 to 10 minutes Q&A.
- ~~///~~ Prospective presenters are encouraged to submit a proposal for consideration, utilizing the guidelines identified in this document.
- ~~///~~ No presenter may submit more than two proposals per year and may only speak once in a 3 year period.