When submitting your proposal, be sure to submit the following:

* Presentation Synopsis
* Biographical Information
* Headshot and Company Logo

All information should be submitted electronically to [editor@ChangeManagementReview.com](mailto:editor@ChangeManagementReview.com) no later than Friday, May 13, 2022.

We will confirm receipt within three (3) business days.

We will notify all presenters whose proposals we accept, no later than Friday, May 27, 2022.

**The instructions for submitting the Biographical / Contact Information and Presentation Synopsis are on the next pages.**

For your convenience, you may:

1. Copy-paste the relevant information and “Save” the document to your computer (preferred); or
2. Attach your own Word documents, so long as all information is provided

**The requirements for your headshot are as follows:**

* High resolution 300 dpi JPG or PNG file
* Cropped, head-and-shoulders in a close-up shot

**The requirements for your company logo are as follows:**

* High resolution 300 dpi JPG or PNG file
* If possible, image should be transparent for high-quality look

**BIOGRAPHICAL / CONTACT INFORMATION  
(if you have co-presenters, submit one copy of this page for each presenter)**

Full Name (as you want it displayed in our materials):

Job Title:

Company Name:

Address:

Phone Number:

E-Mail Address:

Website:

LinkedIn Profile:

Twitter Profile:

Facebook Profile:

Instagram Profile:

Other Social Profiles (if any):

Bio (as you want to be featured on our website and introduced at the event):

**PRESENTATION SYNOPSIS**

Title of Presentation:

Overview/Description of Presentation:

Learning Objectives / Takeaways for Participants:

(continued on next page)

Which Category Does Your Presentation Apply To?

\_\_\_\_\_ Change in the Post-COVID World – What Happens Next?

\_\_\_\_\_ Lean and Agile Change Management – Gaining the Most from Changing Environments

\_\_\_\_\_ How Social Changes Affect Change Management Efforts

\_\_\_\_\_ Design Thinking and Change Management

\_\_\_\_\_ Perseverance Through Rapid Organizational Change

\_\_\_\_\_ Preparing and Inspiring Your People for Change

\_\_\_\_\_ Neuroscience and Change Management

\_\_\_\_\_ Change Management Case Studies

\_\_\_\_\_ Behavior-Based Economics and Organizational Change

\_\_\_\_\_ The Role of Change Management in Optimizing Virtual Work

\_\_\_\_\_ Change in the Era of the Great Resignation

\_\_\_\_\_ Strategic Communications for Effective Change

\_\_\_\_\_ How Change Management Leverages the “New Normal”

\_\_\_\_\_ Advanced Skill Building for Change Practitioners

\_\_\_\_\_ The Roles of Coaching and Consulting in Change Management

\_\_\_\_\_ Implementing Change Management in Your Organization

\_\_\_\_\_ The Role of Digitization in Change Management

\_\_\_\_\_ Other (describe here) -

(continued on next page)

**SUBMISSION CHECKLIST**

Be sure to submit all materials no later than **Friday, May 13, 2022.**

All materials must be e-mailed to [editor@ChangeManagementReview.com](mailto:editor@ChangeManagementReview.com)

Submissions will be complete when they consist of the following:

* Biographical/Contact Information (if multiple presenters, one for each)
* Presentation Synopsis
* Professional Headshot (to specifications on Page 1 of this document)
* Company Logo (to specifications on Page 1 of this document)

**NOTE:** if you have Word documents that already contain some, or all, of the requested information, you may submit them in lieu of copy-pasting, so long as we receive all information requested in a way that is easy to identify and sort.

If you have any questions or need assistance, please e-mail [editor@ChangeManagementReview.com](mailto:editor@ChangeManagementReview.com).

Best,

A person smiling for the camera

Description generated with very high confidence  
  
Theresa Moulton  
Editor-In-Chief, Change Management Review™  
Conference Co-Chair, *Lead Change 2022*