**Academic & Special Libraries Section Annual Conference 2017**

**Lightning Presentation Submission Form**

**Please note that successful LIGHTNING PRESENTATION submissions will be able to register for the Conference at a special discounted conference fee for up to TWO Lightning Presentation presenters**

**Presenter Name(s)**………………………………………………………………………………………………….

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**Employer/Company** (If applicable)

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**Job Title(s)** (If applicable)

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**Contact Details**

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**Email**..………………………………………………….………

**Telephone**…………………………………………………...

**Biography (Max 150 words) Please include professional social media details.**

**N.B. If your submission is accepted, this biography will be used in the conference brochure, conference website, social media and other platforms and outlets**

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**TITLE of proposed LIGHTNING PRESENTATION** ………..…………………………………………………………………………………………………………………….………..…………………………………………………………………………………………………………………….

**ABSTRACT (Max 200 words) N.B. If your submission is accepted, this abstract will be used in the conference brochure, conference website, social media and other platforms and outlets**

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**SPECIFIC TECHNICAL OR OTHER REQUIREMENTS (Video, sound, embedded files, images, other. Room setup, handouts for delgates, other) Please give details below**

**(Please note the A&SL committee is not in a position to distribute handouts etc. to delegates in advance of the conference)**

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**USEFUL INFORMATION**

Lightning Presentations should be practically based - a 10 minute presentation, on a completed or current project/service/initiative that fits in with the conference theme. Presenters may also be required to participate in a panel Q&A on the day. Lightning Presentations may be presented in the plenary or parallel sessions at the conference. Please note that Lightning Presentations presented in plenary sessions will be live-streamed over the internet on the day.

The A&SL Committee may, at its discretion, move an accepted submission into another presentation category to ensure the continuity of the conference programme. Presentations should be created in PowerPoint and saved as PowerPoint or as a PDF.

**HOW TO SUBMIT**

* Complete and submit the submission form by **Friday 16th September** **2016**
* The Committee will review submissions by the end of **September** and will be in touch with everyone who has made a submission in early **October 2016**
* Please use the following naming convention for all files

YOUR NAME Lightning Presentation ASL 2017.fileformat

e.g. **Jane Bloggs Lightning Presentation ASL 2017**

* Please send all LIGHTNING PRESENTATION submissions for the attention of Marie G. Cullen to aslsectionevents@gmail.com with **Lightning Presentation Submission ASL 2017**in the subject line
* Specific questions related to the Lightning Presentation submissions may be sent directly aslsectionevents@gmail.com with **Lightning Presentation Submission ASL 2017 Query** in the subject line