



CALL FOR PRESENTATIONS

DEADLINE for submission is Friday December 1, 2017

2018 OSFA JOHN F. FUTHEY II STATE FIRE SCHOOL

Date: May 3rd – 6th, 2018

Location: Tulsa Community College and Tulsa Fire Department Training Center

General Information

The OSFA Educational Advisory Committee is accepting proposals for the 2018 State Fire School. Submissions should focus on current issues, lessons learned, creative best practices, participant interaction, and hands-on training. Multiple submissions are welcome.

Speaker Submissions

Submission Deadline: Friday December 1st, 2017 at 4:15pm to OSFA rileyb@osfa.info or amyh@osfa.info

Course / Presentation Types

Cold class sessions will have a room setup in classroom or theater style. (**No PPE Required**)
H.O.T. classes (*Requiring **Any** Appropriate PPE*)

Selection Process

The OSFA Educational Advisory Committee and other subject matter experts will review all submissions and select sessions based on relevance, timeliness of content, and instructor qualifications.

Room Setup and Equipment for "Cold" sessions

Rooms will be set up in theater or classroom style. Each room will consist of a laptop, podium, projector and screen. *There will be no internet provided.* so be sure to download all presentation material to thumb drive for upload at the training site. If you have any other special classroom needs, other than items listed above, please include them in your submission.

Facilities and Equipment for "H.O.T." sessions

Please list any materials or equipment that may be needed or you can provide to support this presentation. This includes, any partnerships with a specific vendor or company.

Benefits of Presenting

OSFA appreciates the value that each presenter's expertise, background and experience bring to the annual fire school. OSFA offers the following benefits to selected speakers:

- Complimentary fire school registration for each speaker/co-presenter.
- Complimentary fire school t-shirt and registration packet.

Submission Instructions

- Submissions can be emailed to rileyb@osfa.info or stevel@osfa.info
- A separate form must be submitted for each presentation.
- Submission of a proposal does not guarantee participation in the 2018 fire school.
- Please include the dates you are available to make your presentation during this event
- Individuals must complete the submission process in its entirety. Incomplete submissions will not be accepted.

There are easy three steps to submit your proposal:

1. Enter session submission
 - A. Provide a Title (*10 words or less*)
 - B. Provide contact information
 - C. Select the appropriate ability level for the session:
 - Basic
 - Intermediate
 - Advanced
 - D. Provide Session Description (*30 words or less*). If selected, this description will be used in marketing materials and attendee guides. This description should "sell" your session in the most concise and creative way.
 - E. Identify the proposed subject matter category:
 - Fire
 - Law Enforcement
 - EMS
 - Emergency Management
 - Communications
 - F. Provide at least *three (3)* learning objectives for the session.
2. Add Presenters
 - A. Provide Bio for all presenters (*150 words*)
 - B. Include name and contact of any co-presenters
3. Submit Proposal
 - A. Please make sure all sections are complete.
 - B. Review for accuracy, make any edits or revisions

- C. Submit for review. (Online through OSFA website www.osfa.info ; hand deliver or mail to OSFA Office @ 2716 N.E. 50th OKC, OK 73111; or email to rileyb@osfa.info or stevel@osfa.info.)
- If selected, all presenters agree to the following:
 - Deliver presentation(s) at dates and times assigned;
 - Grant permission to be photographed or digitally captured;
 - If the submission is selected, OSFA reserves the right to revise program titles and edit the program summary for promotional materials associated with the 2018 fire school for marketing purposes.
 - Please include your maximum & minimum enrollment for your class or presentation.
 - **All Presentations will be selected no later than January 15th, 2018.**

Non-Commercial Nature of Sessions Policy

Under no circumstances are presentations to be used as a place for direct promotion of a speaker's product.

Speaker Contact Information

Please direct any speaker-related questions to OSFA-Educational Advisory Board
Jason Louthan, Chairman, Jason.Louthan@osufst.org
Brian Brush, brianebrush@gmail.com
or
; rileyb@osfa.info or stevel@osfa.info

*THANK YOU FOR YOUR INTEREST IN PRESENTING AT THE
2018 JOHN F. FUTHEY II STATE FIRE SCHOOL!*