**Workshop Title:**

**Workshop Description:** *(2 sentences appropriate for use in the conference program)*

**Presenter/Facilitator Info:** *(complete for each)*

Presenter A: *Name + email*

Presenter B: *Name + email*etc.

**Presenter/Facilitator Background and Qualifications:** *(provide a short paragraph for each)*

Presenter A:

Presenter B:

etc.

**Workshop Outcomes:** *(List the tope 2-3 things that participants will be able to do by the end of the session)*

**Target Audience**

[ ] General

[ ] New capstone instructors

[ ] Experienced capstone instructors

[ ] Students

[ ] Other (*please list*)

**Facilitation Plan:** *(address each of the following questions)*

1. What readings/questions would you like participants to process before the workshop?
2. How much of the 90 minute session will be devoted to formal presentation? What material?
3. How much of the 90 minute session will be devoted to interactive tasks? What tasks?
4. How will workshop outcomes be assessed at the end of the session?
5. What closure/follow-up (if any) do you anticipate after the workshop?

**Logistical Requirements:**

AV technology needed:

Laptops/software needed:

Anticipated handouts:

Room set-up desired:

Maximum audience size:

Other: