

# Content Submission Template

\*\*\*\*Content Format Guide and Template is ONLY to be used as a guide for submitting your content. NO CONTENT SUBMITTED ON THE CONTENT GUIDE WILL BE ACCEPTED.\*\*\*

## What the Reviewers will be looking for!

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### Member Review Process:

CoreNet Global Summit programming always features member submitted content. In addition, all Content Submissions will be reviewed by a Program Review Committee comprised of regional corporate real estate professionals. The process involves extensive online review and a live discussion.

### How Submissions are reviewed:

- Each submission will be reviewed by a regional Program Review Committee.
- Submissions will be divided up by Topic.
- The peer review period for the CoreNet Global Summit, Singapore is 12<sup>th</sup> - 19<sup>th</sup> October .
- The peer review period for the CoreNet Global Summit, San Diego, will be 29<sup>th</sup> November - 9<sup>th</sup> December.

**\*Session Title:** Use the form below to submit a draft title.

-Total Characters: 100

**\*Content Type:** Please indicate what content type your submission is. Only select one.

Case Study/Research Presentation/SNAP Session

Panel Discussion

Roundtable/Workshop

**\*Session Speakers:** Please list all contact information for all speakers that have agreed to present this session.

First Name	Last Name	Company	Title	Work Phone	Email	Confirm Email

**\*Motivation:** Please outline a clear and compelling reason for presenting the initiative, problem, discussion, case study or workshop.

-Total Characters: 750

**\*Innovation:** Please address one or more of the following points in this section of your submission

-Total Characters: 750

- a. What about your story/content is new to the CRE community and creates a strong “aha” moment for the attendees, OR
- b. What unique experience or perspective do the panelist(s) offer for the CRE community?, Or
- c. If your submission is not focused on innovation what about the content, discussion or learning opportunity is more relevant to the CRE community today.

**\*Format/Interaction:**

- Total Characters: 1000

- a. Provide a summary of the proposed session format, giving clear details of how the audience will engage with the content presentation/speakers.
- b. Outline clearly the role of each panelist, presenter or facilitator.

**\*Implementation:**

- Total Characters: 500

*Panel Discussion/Case Study/SNAP Presentation: Please outline how the ultimate solution aligned with the company or business unit objectives, what if any alternative approaches were considered, what resources were used and what methods were used to gain adoption or 'buy in' from the company, business unit and other involved parties.*

*NOTE: The project or case study should be complete at the time of this submission and the results /outcome included in the 'Results' section.*

*Roundtable / Workshop: please enter 'N/A' in the text box.*

**\*Submission Topics:** Select one Topic area that your best fits the Content Submission and a Secondary Topic area.

-Please select one.

**\*Primary Topic Required (Choose 1)**

- Advancing Skills
- Economic Development
- Industry Sectors

- Optimizing Resources*
- Service Delivery*
- Summit Theme: RE-Imagine*
- Sustainability*
- Technology*
- Workplace Strategies*
- Other*

**Secondary Topic Not Required** *(Choose 1)*

- Advancing Skills*
- Economic Development*

*Industry Sectors*

*Optimizing Resources*

*Service Delivery*

*Summit Theme: RE-Imagine*

*Sustainability*

*Technology*

*Workplace Strategies*

*Other*

**\*Would you like to have your submission considered for the San Diego Summit 2012?**

- Yes, please hold my submission for consideration for the San Diego Summit, November 2012.*

No, do not hold my submission for consideration for the San Diego Summit, November 2012.

Please note: If you elected to submit for the San Diego Summit 2012, you will be asked to review your submission in October 2011 and update the submission to ensure it is relevant to the San Diego Summit attendees. The review process for the San Diego Summit will take place in November 2011.

**\*Results**

- Total Characters: 500

- a. Please explain the value to the organization, individual or CRE community from the project, content or case study discussed or skills learned in this session.
- b. Please provide hard results where possible.

**\*Key Take Aways** - Please complete 1-3 clear take aways that an audience member will walk away from this session with:

- a. Please explain how the learning objectives will be achieved.
- b. Please explain how the tools, models, lessons learned and/or guidelines will be immediately applicable by the CRE community.

\*Key Take Away - Total Characters: 500

Key Take Away - *Total Characters: 500*

Key Take Away - *Total Characters: 500*

**\*Submission Summary**

- *Total Characters: 500*

*Please give provide a brief summary/overview of your submission. This summary will be used as the basis for developing a session description that can be used to promote the session and the summit on the web, in email and in onsite materials*

**\*Please let us know if you are interested in being considered for a SNAP Session (25 minute presentation format).**

YES

NO

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