

**BECAUSE OF YOU:
RESEARCH
YOU MAKE HAPPEN**

**A SPEAKER SERIES FROM THE VCU OFFICE OF
RESEARCH AND INNOVATION**



CALL FOR SPEAKERS

Submit a Speaking Proposal for the Because of You Seminar Series

The Office of the Vice President for Research and Innovation is currently seeking pre-doctoral, post-doctoral, and faculty speakers for our Because of You Seminar Series. This series is intended to demonstrate to VCU's research administration staff how their work impacts research across the institution. We want to highlight new and exciting discoveries at VCU.

Presenting a Because of You seminar is an excellent opportunity to share your knowledge and learning experiences, gain presentation experience, increase your exposure, and meet many of the research administrators who helped submit your proposal and process and manage your award!

Seminars will be scheduled monthly (or more frequently) from September to May, and may be held on either VCU campus.

Information for the Speaker

How do I submit a speaking proposal?

- Click "[Submit A Speaking Proposal](https://redcap.vcu.edu/surveys/?s=YTDELYE8LE)" OR type <https://redcap.vcu.edu/surveys/?s=YTDELYE8LE> in your browser to access a RedCap submission form.
- Once created, the system will give you information to find your record for future reference, edits and additional submissions.

- Submission(s) may be edited until the Call for Speakers deadline (September or January).

What are my responsibilities?

Complete the online speaking proposal submission. Update your proposal if needed, add co-speakers and any AV requirements. If your proposal is selected for presentation, work with OVPRI staff to select an acceptable date, time, and venue.

How long are the presentations?

Generally, presentations last one hour, with 45-50 minutes for your presentation and 10-15 minutes for questions.

Are there any limits to the topics presented?

There are no limits, but presenters should remember that most attendees will have an administrative background. The presentation should be for the general public, with limited technical details included.

How many proposals can I submit?

There is no limit on the number of proposals you may submit.

When will I hear about whether my proposal was accepted?

Proposals will be reviewed in September for Fall Semester and January for Spring Semester. Notifications will be sent in September and January.

Can I make changes to my proposal once I have submitted it?

Yes. Speakers can edit submissions at any time through the online system until the proposal deadline (September 5 for Fall Semester and January 5 for Spring Semester).

When are proposals due?

September 5 for Fall Semester and **January 5** for Spring Semester.