



South Carolina Federation of Museum Annual Conference (Virtual)

March 11th 2021

Seeking Session Proposals for the SCFM 2021 Conference

The SCFM Annual Conference is going virtual in 2021, so come join us and share your museum expertise. The conference is a great opportunity to learn from one another, to network, to grow as museum professionals and to hear from old friends and colleagues. We welcome you to share your experiences as museum professionals by submitting a session proposal for our annual conference.

Format Change

To avoid large group gatherings, the SCFM has decided that next year's Annual Conference will be held virtually. There will be a total of six presentations (30-45 minute) over the course of a single day.

As a presenter, you will be assisted by skilled event management professionals, along with SCFM staff, during the conference to ensure your session runs smoothly and effectively. Trial runs of each presentation will also be administered weeks before the conference starts to make sure you are ready for the big day.

Since this conference will be live, it is important to have steady Internet connection, a decent webcam and microphone. Please note if you plan on wearing headphones during your presentation, we strongly recommend wearing a set that physically plugs into your computer or presenting device. Earpods or other wireless headsets that connect via Bluetooth can interfere with the session's audio recording functionalities.

Topic Ideas

Here are some tips and areas of interest to considering when coming up with your presentation.

- Budgeting and Fundraising
- Education Outreach
- Exhibition / Gallery Space Adjustments
- Guest engagement techniques
- Marketing & Branding
- Grant Writing
- COVID-19 adjustments
- Be creative and make your own!



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SESSION PROPOSAL FORM

Complete Session Proposals Due: January 15th, 2021

Session Title: _____

Allotted Time: ___ 30 mins ___ 45 mins

Target Audience(s):

___ Administration ___ Collections ___ Education ___ Exhibits
___ Marketing ___ Membership ___ Volunteers ___ Fundraising
___ Other (describe) _____

Session Submitter/moderator(s): *(Name, title, institution, address, phone, e-mail)*

Session Description:

Participants: *(Name, title, institution, address, phone, e-mail)*

I agree that I will have a steady internet connection, webcam, and microphone on my presentation day and practice session time.

Sign: _____

Please return completed form by January 15th, 2020 to: scfm@scmuseums.org with the subject line that reads (Last Name, First Name: SCFM proposal)

Questions? Contact Steven Kramer (scfm@scmuseums.org) or Jennifer Moss (moss@oconeehistorymuseum.org)