**MT Summit XIX Tutorial Proposal**

Tutorials at MT Summit XIX are intended to attract experts who can share their expertise in half-day teaching sessions. Tutorials are held on pre- and post-conference days and provide background that will help participants understand the conference program (especially for newcomers to the field), or enrich their understanding of particular technical, applied, or business matters surrounding research, development and use of MT. Tutorials are often delivered as PowerPoint presentations, sometimes with demos, online information, participant exercises and other instructional materials and activities.

**Tutorial Policy and Information**

*Compensation*: The tutorialist will receive a complimentary pass to the conference, including attendance of any workshops or tutorials that don’t conflict with his or her own.

*Materials*: Sessions will be recorded. Thus, your materials will likely be seen by a broad audience. We encourage you to make available well-organized digital materials for the participants.

Training: If necessary, a training session on using the collaboration and conference platform will be provided to each tutorialist.

*Timing and Location*: Tutorials will be held on Monday, 4 September 2023, or Tuesday, 5 September 2023. The organizing committee will work with the tutorialist to schedule a date and time slot that will maximize attendance and be as convenient as possible for the presenter.

**Tutorialist Agreement**

1. If my tutorial proposal is accepted for MT Summit XIX, I commit to preparing a suitable instructional presentation, and providing it to the Tutorials Chair no later than 30 July 2023.
2. I commit to delivering the tutorial at the time that is scheduled by the organizing committee in agreement with the tutorialist.
3. Assuming the format of the conference is hybrid, I commit to presenting the tutorial in person.
4. I hereby grant AAMT and IAMT the right to record the tutorial, including my voice and image, and to make that recording available to conference attendees and members of AAMT and IAMT.

Tutorial Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tutorialist signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tutorialist Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agreement Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Tutorial Description**

Name of Presenter:

E-Mail Address of Presenter:

Title of Tutorial:

Length: Half-day

Technical Requirements (other than a projector and screen, which will be provided):

Scheduling preference:

\_\_\_\_ Monday, 4 September 2023

\_\_\_\_ Tuesday, 5 September 2023

Brief Bio of Presenter (no more than 100 words):

Content (include below or attach a description of at most one page):