



## Call for Education Session Proposals

Greenbuild Europe will bring together professionals from throughout the European region for two days of inspiring speakers, invaluable networking opportunities, industry showcases, LEED workshops and tours of the host city's green buildings. With a commitment to delivering the latest green building education and sustainability trends and solutions, the conference will help drive market transformation in Europe.

Greenbuild Europe is now accepting proposals for presenters and topics for 2018.

**Greenbuild Europe**  
**April 17-18, 2018**  
**Berlin, Germany**

This conference features educational sessions covering all aspects of sustainable practices - planning, design, construction, and operations - for buildings and communities, including their impact on people, the environment, and the economy both domestically and globally.

All completed proposals must be submitted, and all speakers must login to complete their personal details, by **Monday, December, 11 2017 at 5:00pm EST**.

Proposals must be submitted online at [www.conferenceabstracts.com/2018/GreenbuildEurope](http://www.conferenceabstracts.com/2018/GreenbuildEurope). You may begin the process and return to your saved proposal any time up until the deadline. Faxed, emailed, or mailed proposals will not be accepted.

### Important Process Note

Each presenter and moderator will need to login individually to the submittal site to enter their personal details and confirm their participation in the proposal. The submitter cannot complete the proposal without the participation of all proposed presenters/moderators.

Refer to the **Greenbuild Europe Submittal Guide** for detailed submittal instructions and please contact [gbeuroedu@usgbc.org](mailto:gbeuroedu@usgbc.org) with any questions.

### Greenbuild Europe Presentation Topics

Greenbuild Europe is committed to delivering a broad spectrum of education topics to reach our diverse attendees as represented in the list below.

- **Building Performance:** On-going Operational Performance; Post-Occupancy Studies; Building Envelope Commissioning
- **Codes and Certification Systems:** Third Party Certifications (including LEED, SITES and WELL, Parksmart, Living Building Challenge); Application and Impact of Codes; Local Energy Reporting; Applying Standards in Europe

- **Energy Efficiency (New and Existing Buildings):** Demand Reduction; Increasing Efficiency; Building Systems; Lighting Design; Energy Efficiency in Historic Buildings; Deep Energy Retrofits; Energy Monitoring, Energy System Management, Energy Audit
- **Finance, Insurance, Legal and Appraisals:** Financial Aspects and Implications; Financial Risk Analysis; Insurance and Appraisals; Green Building Finance; Sustainable Return on Investment; Residential Finance and Market Development; Legal issues related to green building and green leases; Bank incentives
- **Health and Well-Being:** Productivity; Health Issues; Human Behavior; Human Comfort; How Place Affects Behavior; Human Psychology; Ergonomics; Evidence-Based Design; Active Design; IAQ; Operations and Maintenance; Day Lighting; Acoustics; Health-associated costs
- **Market Transformation:** Advocacy; Marketing; New Trends in Business Models; Consumer Education; Sharing Economy; Circular Economy
- **Materials:** Life Cycle Assessment; Resource Recovery; Zero Waste; EPDs and HPDs; EC Number Manufacturer Inventory, REACH, DECLARE
- **Net Zero:** Energy; Water; Waste; Carbon; Net Zero 2020
- **Renewables:** Solar; Wind; Small Scale Hydro; Fuel Cells; Algae; Utility Grid Connections; Energy Disaggregation; Energy Storage
- **Smart Grid/Smart Buildings:** Demand Response; Intersection of Utility Infrastructure and Building; Technology; Microgrids; Storage; Grid Modernization
- **Social Responsibility, Community Action & Engagement:** Community based Sustainability Initiatives; Community Participation, Climate and Environmental Justice; Social Equity; Corporate Social Responsibility; JUST, GRI

## Session Style

All proposals must be complete 60-minute presentations with two to four presenters.

Greenbuild Europe is committed to providing engaging, cutting edge educational offerings at the conference. Therefore, we are offering presentation styles (see below) to help you think outside of the box. Descriptions for each presentation style can be found in the submittal guide. You will be asked to select one of the following when submitting your proposal – please feel free to be creative and enter your own using the “other” option:

- **Flash Charrette:** Speakers pose a design problem and lead attendees through exercises to develop solutions
- **Structured Discussion:** A moderated panel discussion throughout the session
- **Lecture:** A traditional presentation
- **Debate:** Moderated discussion with speakers representing opposing points of view
- **Other**

All sessions should be designed to allow the audience to be active learners through question and answer periods, group discussion questions, or other activities. When the audience is engaged in the session they will learn and retain more of the information being presented.

## **Learning Levels**

Greenbuild Europe education sessions will be associated with one of the following learning levels. Submitters should review the [Planning for your Greenbuild Presentation Guide](#) and select the most appropriate level for their proposal. This will help attendees understand the depth of the material and expected outcomes of the session. The level is based on what the presenters are asking the attendees to be able to do within the format and time frame of the session. Greenbuild learning levels are based on Bloom's Taxonomy.

- Level 100 – Awareness
- Level 200 – Understanding/Comprehension
- Level 300 – Application/Implementation
- Level 400 – Mastery

## **How to submit**

All proposals must be submitted online at [www.conferenceabstracts.com/2018/GreenbuildEurope](http://www.conferenceabstracts.com/2018/GreenbuildEurope). You may begin the process and return to your saved proposal any time up until the deadline. Proposals will not be accepted by email, fax or mail.

Proposals will be accepted in the below format:

- **60 Minute Education Session:** Complete session including two to four presenters (moderator is optional, but a maximum of four total participants) for a one hour session.

## **Important Process Note**

Each presenter will need to login individually to the submittal site to enter their personal details and confirm their participation in the proposal. The submitter cannot complete the proposal without the participation of all proposed presenters/moderators.

All complete proposals must be submitted and all speakers must login to complete their personal details by **Monday, December, 11 2017 at 5:00pm EST**.

Refer to the **Greenbuild Europe Submittal Guide** for detailed submittal instructions and please contact [gbeuroedu@usgbc.org](mailto:gbeuroedu@usgbc.org) with any questions.

All proposals must be complete, comprehensive, and deemed relevant and timely to the conference's audience. The Program Committee may shorten a presentation, increase and/or reduce the number of presenters, select alternate presenters from among those proposed, and/or combine the submitted presentation with other proposed presentations, at its sole discretion. All presenters will be contacted independently to confirm their submittal.

### Scoring System

All session proposals will be reviewed and scored during the first round by a team of volunteer reviewers using a 20-point scale. Those with the top scores will move on to a second review and their rankings will be used by the Program Committee to select presenters and sessions for the final program. Reviewers will rate proposals using the following scoring system:

Max Value	Criteria
4 points	The speakers have demonstrated knowledge and the ability to present material in an effective and meaningful way.
3 points	The learning objectives are clear, relevant to the topic presented and challenging to the Greenbuild Europe audience.
4 points	The proposed session provides attendees with relevant, timely, and applicable content.
2 points	The proposed session aligns with the specified format and length.
3 points	This session offers innovative or inspirational content to green building professionals.
4 points	I would recommend this session to an attendee interested in the subject matter.
20 points	Highest possible score

### Review Process

The proposals received will be reviewed by the Program Committee and Greenbuild Staff with the generous help of volunteers. This process results in the final educational program:

Round One: Volunteers review and rate all proposals on a quantitative scale. Interested in reviewing? Visit <https://usgbc.wufoo.com/forms/greenbuild-europe-2018-call-for-reviewers/>

Round Two: Program Committee meets to determine the final education program

### Review Timeline

Date	Item
Tuesday, October 24, 2017	Call for Proposals Open for submittals
Monday, December 11, 2017	Call for Proposals Closes
Wednesday, January 3, 2018	First Round of Review Opens
Mid-January	First Round of Review Closes
Early February	Second Round of Review
Late February	Presenter Notifications Sent
Early March	Presenter Acceptances Due
April 17-18 <sup>th</sup> , 2018	Conference Dates: Greenbuild Europe Conference

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## Greenbuild Europe Program Policies

The review process for education session proposals is managed by the Program Committee and Greenbuild staff. The Program Committee's responsibility is to produce the strongest possible educational program for conference attendees by including new, important content and learning experiences. All sessions and speakers will be selected based upon the below guidelines:

### Session and Presenter Regulations

- An individual may only participate in one education session at Greenbuild Europe.
- A firm/institution/organization may participate as a moderator/presenter in no more than two sessions at Greenbuild Europe with a maximum of three total presenters from that firm/institution/organization. Presenters are encouraged to represent their topic from a diverse perspective – from different companies and/or project roles.
- In an effort to promote new and diverse groups of presenters, the Program Committee will give strong preference to presenters whose content is relevant to the Greenbuild Europe location.
- Presenters may not distribute any printed collateral at the conference.
- As an appreciation for your contribution, Greenbuild Europe presenters will receive a complimentary one day pass for the day in which you're presenting. If you choose to attend the full conference, a second day pass can be purchased at your own cost.
- No sessions that are based upon an advertisement, product, or service will be accepted into the program.
- In an effort to produce a paperless conference, all presentation slides, papers, and handouts will be included in the electronic conference proceedings with speaker permission.

- Incomplete proposals will not be considered.

### **Applicant Responsibilities**

- Session submitters may not propose speakers without the knowledge and permission of the proposed speakers. All proposed speakers must be able and willing to present at the conference at the time and date assigned. Proposals that are submitted without the knowledge of proposed speakers are subject to immediate rejection; if the proposal is selected and it is found that all speakers did not know about the proposal or did not agree to present, the session is subject to immediate cancellation.
- Accepted presenters who are not able to attend must notify conference staff immediately. Replacement presenters must be suggested and approved by the Program Committee Chair. The Chair reserves the right to modify or cancel any session based on a change in presenter.
- If a presenter's employment changes, conference staff must be notified. The Program Committee reserves the right to retain or remove presenters based on the best interest of the program. Previous employer must sign letter indicating willingness to let presenter speak (letter could include that presenter will acknowledge who employer was at the time of work).
- **All accepted speakers must register for Greenbuild Europe by March 2018, or the entire session may be cancelled without notice to the submitter and a new session will be selected from the waitlist, at the discretion of the Program Committee Chair.**
- **All presentations must be uploaded to the Speaker Resource Center three weeks prior to the conference. Failure to do so may result in cancellation of the session.**

### **Greenbuild Program Process**

- The Program Committee reserves the right to develop submitted sessions using a combination of proposals and/or invited presenters.
- The Greenbuild Europe Speaker discounts may not be combined or transferred.
- The Program Committee may modify any submitted session by adding or removing speakers or requesting content changes or additions.

**Final decisions regarding these policies may be made at the discretion of the Program Committee.**