Call for Education Session Proposals

Greenbuild China 2019 is the third annual conference dedicated to green building. Professionals from throughout the Asia-Pacific region will come together at Greenbuild China for two days of enlightening speakers, career-enhancing educational sessions, prestigious networking events, green building tours, and countless other opportunities for engagement and the exchange of ideas. Attendees will include government officials, city planners, investors, developers, product manufacturers, and building professionals of all types.

Greenbuild China is now accepting proposals for presenters and topics for 2019.

Greenbuild China
October 23 – 24 2019, **Shanghai, China**

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 **April 3, 2019 at 8:00pm China Standard Time (CST)**.

Proposals must be submitted online through the Greenbuild China Submittal Site.

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 China Submittal Guide for detailed submittal instructions and please contact gbchinaedu@usgbc.org with any questions.

Greenbuild China Priorities

The following priorities have been identified for the Greenbuild 2018 China program. However, Greenbuild China remains committed to delivering a broad spectrum of education topics to reach our diverse attendees which is represented in the full list below and noted with an asterisk (*) in the full Topic List.

- Green Building & City 2050
- Net Zero
- Health and Wellness
- Green Retail
- Economics of Green

Greenbuild China Presentation Topics

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

Economics of Green*	ESG Reporting & Loans; GRESB; Green Building Finance; Global Real Estate; Green Financing; Green Bonds; Green building Property Value (Rental, occupancy rate etc.); Responsible Investment; Sustainable Return on Investment; Strategies for mobilizing green capital to finance adaptation and mitigation; Business case for building green;
Green Building & City 2050*	Future green building performance; City performance; Passive & Active design; Resilience of future green buildings and cities; Re-habitation, restoration and transitioning of existing buildings and cities; Social equity in future green buildings and cities
Green Retail*	Materials and Production Process; Vertical Supply Chain; Cradle to Cradle (C2C); Sustainable distribution (logistical, storage and delivery); Sustainable Packaging; TRUE
Health and Well-Being*	Productivity; Health Issues; Human Behavior; Human Comfort; How Place Affects Behavior (holistic experience); Human Psychology; Ergonomics; Evidence-Based Design; Biophilic Design; Active Design; IAQ; Operations and Maintenance; Day Lighting; Acoustics; Indoor Environment; Workplace strategy and occupant safety
Materials	Life Cycle Assessment; Resource Recovery; Today's innovative building technologies and materials; Zero Waste; EPDs and HPDs

Net Zero*	Carbon; Energy; Waste; Water; Life Cycle Assessment (Carbon); Cradle to Cradle (C2C); On/off site renewable energy application; Renewable energy certificate
Renewables	Solar; Wind; Small Scale Hydro; Fuel Cells; Algae; Utility Grid Connections; Energy Disaggregation; Energy Storage
Resilience	Adaptation; Climate Change; Vulnerability Assessments; Disaster Response; Energy; Land
Site, Civil and Landscape	Campus Planning; Landscape; Ecosystem Services; Hydrology; Ecology, Redevelopment

*2019 Priority Topics Identified

Session Style

All proposals must be complete 60-minute presentations with one to three presenters.

Greenbuild China 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:

- 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

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 China 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.

Learning Level	Definition	Learning objectives and quiz question cues might include…
Basic (100)	Course presents introductory concepts and general understanding of the topic; learners have minimal to no prerequisite knowledge and limited previous experience with course material.	define; describe; examine; identify; label; list; match; name; read; recall; recognize; record; reproduce; select; state; tell; view; write.
Intermediate (200)	Course presents detailed, in-depth materials and instruction; learners have some prerequisite knowledge and the course provides the ability to apply information to practice.	analyze; assess; associate; classify; cite; contrast; compare; describe; differentiate; discuss; distinguish; estimate; explain; generalize; give examples; interpret; paraphrase; restate; select; summarize
Advanced (300)	Course presents sufficient material and opportunities to gain new knowledge, practice application, apply information, and complete a definitive action; learners have pre-existing knowledge and experience applying this information to practice.	apply; articulate; assess; calculate; change; chart; classify; compute; construct; control; create; demonstrate; design; determine; develop; establish; illustrate; implement; instruct; interview; operationalize; participate; prepare; produce; project; provide; report; select; show; solve; teach; transfer; use; utilize.
Expert (400)	Course presents detailed training on specific topics with opportunities to be fully engaged with materials and activities, and to demonstrate a mastery of content through course work; learners have extensive prior knowledge or experience with the topic.	analyze; appraise; assess; break down; calculate; categorize; classify; compare; conclude; connect; construct; contrast; correlate; decide; design; develop; diagram; differentiate; discriminate; distinguish; evaluate; explain; focus; judge; justify; illustrate; infer; integrate; limit; measure; modify; outline; plan; point out; predict; prioritize; produce; rank; rate; rearrange; research; rewrite; select; separate; subdivide; substitute; validate

How to submit

All proposals must be submitted online through the **Greenbuild China Submittal Site.** 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 one to three presenters (moderator is optional, but a maximum of three 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. Please note, if your proposal is selected for

Greenbuild China all speakers must agree to attend at their own cost, no travel accommodations (flight or hotel) will be provided for accepted speakers.

All complete proposals must be submitted, and all speakers must login to complete their personal details by **Wednesday April 3, 2019.**

Refer to the Greenbuild China Submittal Guide for detailed submittal instructions and please contact gbchinaedu@usgbc.org with any questions.

All proposals must be complete, comprehensive, and deemed relevant and timely to the conference's audience. The Program Working Group 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 round of review completed by experts in the related topic category. These rankings will be used by the Program Working Group 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 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.
+1 Point Diversity of Presenter	Presentation submittals will earn an extra point if at least one presenter/panelist in the submission is from a group underrepresented in the green building and sustainability community (based on, without limitation, such criteria as gender, race, ethnic identity) and/or offers another unique industry perspective.

Max value: 21 points (out of 20)	(20 base points +1 bonus point for Presenter Diversity)

Review Process

The proposals received will be reviewed by the Program Working Group 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-china-call-for-reviewers-2019/

Round Two: Program Working Group meets to determine the final education program

Review Timeline

Date	Item
Tuesday, March 5, 2019	Call for Proposals Open for submittals
Wednesday, April 3, 2019	Call for Proposals Closes
Monday, April 15, 2019	First Round of Review Opens
Friday, April 22, 2019	First Round of Review Closes
Week of May 20, 2019	Second Round of Review
Week of June 11, 2019	Presenter Notifications Sent
Week of June 17, 2019	Presenter Acceptances Due

Program Policies

The review process for education session proposals is managed by the Program Working Group and Greenbuild China staff. The Program Working Group'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 China.
- A firm/institution/organization may participate as a moderator/presenter in no more than two sessions at Greenbuild China 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 – and to directly link their presentation to current environmental and social events in China.

- To promote new and diverse groups of presenters, the Program Working Group will give strong preference to presenters whose content is relevant to the Greenbuild China location.
- Presenters may not distribute any printed collateral at the conference.
- As an appreciation for your contribution, Greenbuild China presenters will receive a complimentary one day pass for the day in which you are 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.
- 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 Working Group 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 Working Group 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 China by the early bird deadline**, 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 Working Group 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 China Program Process

- The Greenbuild China Program Working Group reserves the right to develop submitted sessions using a combination of proposals and/or invited presenters.
- The Greenbuild China Speaker and Review discounts may not be combined or transferred.
- The Program Working Group 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 Working Group.