

TRAPS 2026 Institute & Expo Education Proposal



TRAPS 2026 Institute & Expo | February 9th - February 13th

Please read this information prior to beginning the submission process.

Use this form to submit a session proposal for the 2026 TRAPS Institute & Expo (Feb 9–13). If submitting multiple sessions, please complete a separate form for each.

Thank you for your interest in speaking!

Final Submission Deadline: May 16, 2025

Early submissions are appreciated.

Questions?

Contact Education Task Force Chair, Teresa Thomason (tthomason16@outlook.com) or the TRAPS office (traps@traps.org).

You may create a username and password to save your progress, but it's not required. Each form requires a unique login.

Keynotes/Professional Speakers: Email session menus or media kits to traps@traps.org with the subject "**Keynote Speaker for 2026.**" A short video of a past speaking engagement is appreciated.

*TRAPS is an International Association for Education and Continuing Education Training (IACET)-accredited CEU provider which means that as an organization, we must follow specific standards related to quality learning experiences. This form must be filled out in its entirety prior to submission. **Incomplete proposals will not be accepted.***

Save & Return

Use an account to return to saved work.

Log in

Save Progress

Next >>

50% Complete

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Session Information

This section will be displayed in the education program and/or conference app and marketing publications.

Session Types:

- **Lecture:** 1-2 speakers max presenting on a topic in an organized, rehearsed presentation. Often with a mix of visual presentation (slides), formal speaking, and audience group activities/discussion. The audience may be there to engage or to observe/listen, but they're most interested in tangible take-aways.
 - Feedback from our TRAPS membership consistently indicates that lecture-style sessions with 1-2 speakers deliver the highest quality experience. For this reason, we request lecture-style sessions include no more than 2 official speakers.
- **Panel:** 3+ speakers/moderators discussing topics in an organized, rehearsed flow. Often with minimal use of visuals and audience engagement. The audience is there predominantly to observe/listen.
- **Roundtable:** At least 1 moderator/speaker leading open-ended discussion(s) among audience members. The audience is there to actively chat with other audience members.

Session Type - Review the above descriptions if needed. *

- ☐ Lecture (maximum of 2 speakers)
- ☐ Panel (rehearsed chat between speakers)
- ☐ Roundtable (facilitated audience discussion)

Length of Session *

- ☐ 60 minutes standard session
- ☐ 120 minutes two-part session
- ☐ Other (please specify)

Session Title *

Session Description *

0/500 characters

Outcomes and Assessments

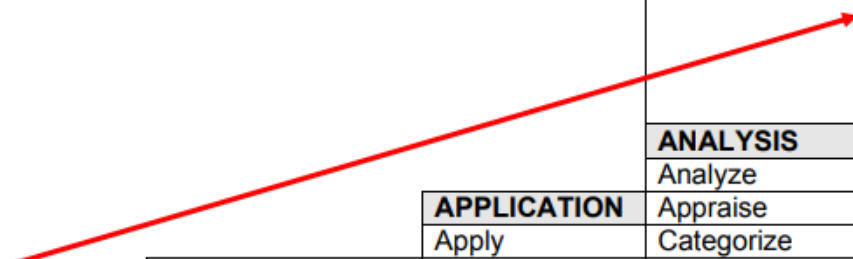
A successful session uses strategies to ensure participants grasp key concepts, engage with the material, and retain it, creating a learning experience that is both impactful and memorable. Your session **must include three (3) outcomes**, each with an **assessment method** directly connected to it.

Bloom's Taxonomy

Bloom's Taxonomy of Measurable Verbs

Benjamin Bloom created a taxonomy of measurable verbs to help us describe and classify observable knowledge, skills, attitudes, behaviors and abilities. The theory is based upon the idea that there are levels of observable actions that indicate something is happening in the brain (cognitive activity.) By creating learning objectives using measurable verbs, you indicate explicitly what the student must do in order to demonstrate learning.

Verbs that demonstrate **Critical Thinking**



				EVALUATION	
				SYNTHESIS	Appraise
				Arrange	Assess
		ANALYSIS	Assemble	Choose	
		Analyze	Collect	Compare	
		APPLICATION	Appraise	Combine	Conclude
		Apply	Categorize	Comply	Estimate
	COMPREHENSION	Complete	Compare	Compose	Evaluate
	Compare	Construct	Contrast	Construct	Interpret
KNOWLEDGE	Describe	Demonstrate	Debate	Create	Judge
List	Discuss	Dramatize	Diagram	Design	Justify
Name	Explain	Employ	Differentiate	Devise	Measure
Recall	Express	Illustrate	Distinguish	Formulate	Rate
Record	Identify	Interpret	Examine	Manage	Revise
Relate	Recognize	Operate	Experiment	Organize	Score
Repeat	Restate	Practice	Inspect	Plan	Select
State	Tell	Schedule	Inventory	Prepare	Support
Tell	Translate	Sketch	Question	Propose	Value
Underline		Use	Test	Setup	

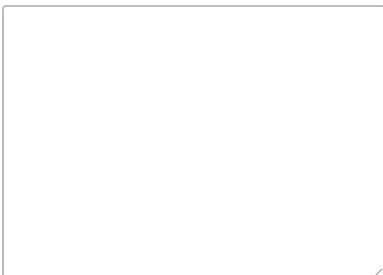
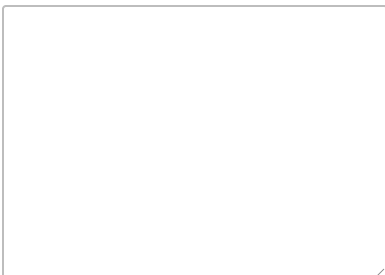
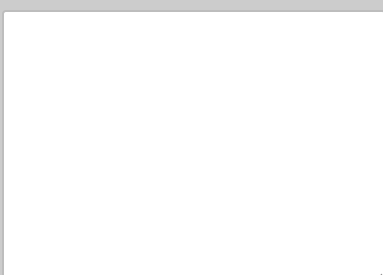
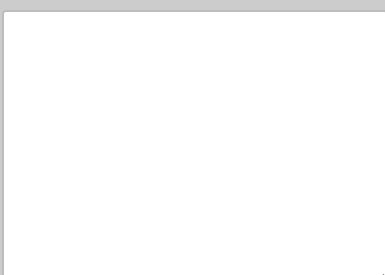
Outcomes: What do I want students to know when they leave this course? "By the end of this session, learners will be able to...(action word here)."

Assessments: What kinds of tasks will ensure learners have achieved the outcomes identified?
What kinds of activities reinforce my outcomes and ensure learners have the tools to complete assessments?

Refer to the images *

OUTCOME: By the end of the session,
learners will be able to...

ASSESSMENT: How will you ensure that participants
grasp the key concepts of the session?

1		
2		
3		

Example outcomes and assessments

	OUTCOME	ASSESSMENT
1	Recall 3 methods of municipal turf maintenance.	Multiple choice verbal quizzing
2	Identify 1 area of opportunity in their own organization.	Small group discussion
3	Create a draft plan to take back to their organization.	Generate a plan using provided handout

Session Outline & GAP Identification

If you want your session to qualify for CEUs, no more than 15 minutes (combined) can be intro/Q&A.

Example outline (for 60-minute session)

5 minutes – Speaker & topic introductions

15 minutes – Turf maintenance methods

15 minutes – Common mistakes and areas of opportunity

10 minutes – Turf maintenance planning group activity

5 minutes – Discussion on planning activity

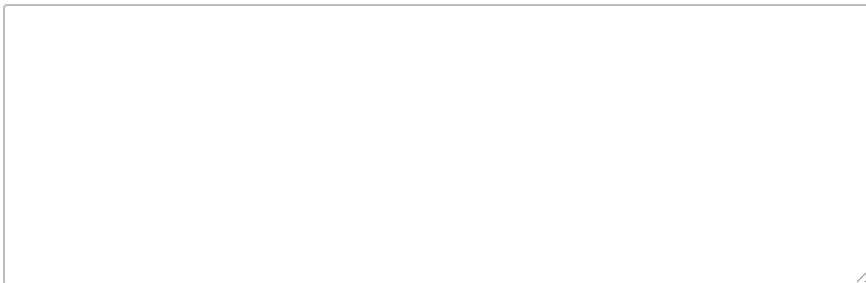
10 minutes – Q&A

Session Outline: please submit a detailed outline for your presentation, including specific time allotments. Total time of outline should equal session time length request above. * ?



Needs or GAP identification is the process of recognizing areas where knowledge is insufficient to guide future topics. It involves bringing fresh perspectives and innovative approaches to explore overlooked or under-examined areas.

Needs/GAP Identification * ?



0/255 characters

Please include a list of any outside references you plan to incorporate into the session. ?

Presenter Information

Primary Presenter (#1)

Presenter 1 First Name *

Presenter 1 Last Name *

Presenter 1 Title *

Presenter 1 Employer *

Presenter 1 Email Address *

Presenter 1 Daytime Phone Number *

Please upload a current resume *

Choose File

No file chosen

Please Provide a Short Bio (200 or less characters) *

0/200 characters

Have you presented at a TRAPS state or regional event before? *

☐ Yes

☐ No

Do you have a co-presenter/second speaker? *

▼

Other Information

Please indicate below if you require any accessibility accommodations. For further questions or to discuss accommodations, contact traps@traps.org so we can work together to create a plan that best supports you.

Speaker Expenses - COMPLETE FOR EACH PROPOSAL SUBMITTED * ?

☐ I will speak for free - There are no anticipated expenses related to this program

☐ I need compensation - Specific anticipated expenses related to this program are: (add up all potential expenses and provide a lump sum total if possible)

Are you able to bring a laptop for presenting? (Preferred) *

▼

We occasionally record live sessions to provide educational opportunities for those unable to attend due to budget, location, or other challenges. Are you willing to allow TRAPS to record your presentation at no additional cost?

Not all who choose "Yes" will be recorded. *

☐

Theater-style seating is the default room set-up for TRAPS Educational events. However, we do our best to accommodate room set-up requests. If you require a specific room set-up to meet learning objectives for your session (tables, activity area, etc.) please indicate below. *

☐ I do not require a specific room set-up

☐ I would like a specific room set-up (please specify set-up & learning objective it relates to)

Select instructional methods that will be used (may select more than one answer) *

☐ Lecture

☐ Hands-on Activities

☐ Demonstrations

☐ Small Group Discussion

☐ Powerpoint or other Digital Presentation

☐ Other (please specify)

Additional Comments, Concerns, or Questions:

Acknowledgement

By signing below, I agree to the following:

*As the Primary Presenter, if I have co-presenters/panelists, I will forward them all pertinent TRAPS speaker communications.

*I will deliver this session in-person in Corpus Christi, TX, to a live audience.

*I am not permitted to record any portion of my session without the written consent from the TRAPS State Office.

*I will not display any signage, catalogs, or marketing materials before, during, or after my session.

*I shall notify the TRAPS Education Staff immediately if I become unable to fulfill my commitment to TRAPS, and I understand that cancellation within 30 days of the event *may* result in my removal from consideration for future TRAPS educational events.

*I have read the TRAPS Code of Ethics (linked below) and I agree to all standards set forth within.

*I acknowledge that all information submitted above is accurate and current and that I am qualified to present on the topic proposed.

[TRAPS Code of Ethics](#)

Primary Presenter's Signature *

[clear](#)

Date of Signature *

mm-dd-yyyy

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