



2024 Speaker's Proposal to Present



The Texas Payroll Conference Speaker Committee is accepting proposals for presentations for 2024. If you or someone from your organization would like to speak at the conference, please complete the following information.

Conference Year:

2024 Texas Payroll Conference

September 18-21, 2024, Grand Hyatt Riverwalk, San Antonio, TX

Theme: The Great Payroll Journey: Celebrating 35th Years of Excellence

Title of Presentation: Please **limit to 10 words**. Make it eye-catching, incorporating theme if possible.

Type of Presentation:

- ☐ Single Presenter
- ☐ Co-Presenter (limit 3 people)
- ☐ Panel (limit 4 people, including moderator)

NOTE: If you are a supplier/exhibitor, your company must exhibit at the conference & you must be a sponsor over \$2000

Abstract: Summarize what attendees will learn and why this is important to them. Please limit to 100 words. (This will not only be used by the reviewers but will be the basis for the session description in marketing materials.)



2024 Speaker's Proposal to Present



Focus Areas: Please select the one focus area that best describes your presentation topic.

- ☐ **Strategy and Service Delivery:** These sessions are aimed at the company searching for or continuing to support federal, state, and local rulings and ways to deploy Payroll Department functions and services.
- ☐ **Selection and Implementation:** These sessions focus on implementation methodologies and how to successfully move from “ideas to reality,” learning the best practices to keep your plans on track and improve your chances for success. In addition to these best practices, sessions cover the tools that ensure project success.
- ☐ **Post-Implementation and System Enhancements:** These sessions are aimed at the company which has implemented their system and is looking for new and innovative ways to reduce their total cost of ownership and enhance their service to their organization.
- ☐ **Technology Applications and Issues for Payroll Departments:** These sessions focus on core technologies and protocols which enhance the user experience and support service delivery. Aimed at a more technical audience, this focus area will provide technical education for Payroll technology managers and IT specialists supporting the Payroll Department function.
- ☐ **Professional Development:** These sessions are aimed at the Payroll Department Professional who is seeking new skills and updating their professional “toolkit”.
- ☐ **Outsourcing:** These sessions focus on exploring the variety of ways Payroll has available to deliver its services to employees. These sessions are not necessarily technology-related but help provide alternatives for companies of all sizes and structures. They also provide insight into the identification of alternatives, evaluation and selection and ongoing operational management and effectiveness.

Key Elements: Please provide at least 3 bullet points describing the key elements of your presentation.



2024 Speaker's Proposal to Present



Level of Presentation: Describe the level of audience to which your presentation is directed.

☐ **Fundamentals:** Attendees generally have 1 to 3 years of experience in Payroll and are generalists new to the subject. Focus is on learning the basics of the topic.

☐ **Intermediate:** The material presented generally requires 2+ years prior exposure to the topic area as it assumes prior knowledge of fundamental information. Focus on building on learning, expanding knowledge/work experience, and learning how to apply that knowledge more effectively. These sessions cover more complex issues from a strategic, technology, organizational, or implementation prospective.

☐ **Advanced:** The material presented generally is intended for attendees who have at least 5 years exposure to the topic area. Focus is on learning the full issues and intricacies of the topic, and how to use this knowledge to gain a strategic advantage.

Have you presented at TPC before? ☐ Yes ☐ No
If yes, when (year)? _____

Have you presented this session before? ☐ Yes ☐ No
Where have you presented session prior? _____

Is a fee associated with you presenting? ☐ Yes ☐ No
TPC is non-profit, please list fee for non-profit _____

Presentation length: ☐ 60 minutes ☐ 90 minutes

Presenter(s) and Contact Information:

Name (Print): _____
Title: _____
Work Email: _____
Alternative Email: _____
Cell Phone: _____ Office Phone: _____

Name (Print): _____
Title: _____
Work Email: _____
Alternative Email: _____
Cell Phone: _____ Office Phone: _____

List others on separate page with all information above.

Completed proposals and/or questions can be directed to the Texas Payroll Conference
Speaker Committee Chairperson at speakers@txpayrollconference.org.