** 2015 AIA Houston Member CE Proposal Form**

Please type in all information, save, and **email back to** [**rashida@aiahouston.org**](mailto:rashida@aiahouston.org). Please do not fax back.

You will be contacted to discuss your proposal once it has been reviewed.

It is important you indicate what your program qualifies as: HSW or LU Only.

For assistance, please reference the[***Presenter CE Course Development Guidelines***](https://aiahouston.org/media/uploads/resource-docs/presenter_ce_course_developmen.pdf)**.**

Please contact Rashida Moore at (713) 520-0155 with questions and concerns.

**Program Title:**

**Length of Program:**

**Presenter Name(s):**

**Presenter Email(s):**

**Presenter Phone Number(s):**

**Preferred Month of Program**

**(February – December 2015)**

* 1st Preference:
* 2nd Preference:
* 3rd Preference:

**Program Description:**

**(This information will be used in any invitations posted on our website or emailed to membership)**

**Program Qualifications:**  Health, Safety, Welfare  LU Only

**(Please reference qualification guidelines.)**

**Learning Objectives:**

**Each program must have at least four learning objectives, one learning objective must related to the practice of architecture.** This should be a clear statement of what you want the architect to learn and must be clearly defined and communicated to participants before offering the program.

**Desired Outcome - Use verb(s) that describes an observable action**

􀂃 Knowledge: identify, list, tell

􀂃 Comprehension: describe, explain, summarize

􀂃 Application: construct, demonstrate, solve

􀂃 Analysis: analyze, generalize, organize

􀂃 Synthesis: compile, create, design

􀂃 Evaluation: appraise, compare, contrast

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