



V. Event Description

VI. Description of interactive activities

VII. Pre-work described

VIII. Handouts described

IX. Marketing Language (add key messaging for marketing i.e. text for ecard, social media post, etc.)

- X. Maximum number of attendees
  
- XI. Room Setup
  - a. A/V needed
  
  
  - b. Describe room/seating layout required
  
- XII. Willing to offer the Learning Lab in:
  - Southeast Michigan (Detroit)
  - West Michigan (Grand Rapids)
  - Both SEM & WM
  
- XIII. Are you a current Inforum Member?
  
- XIV. Any additional information not requested above that would aid in marketing this learning experience: