The Editorial Freelancers Association

New Course Proposal Form for Webinars

EFA webinars are hosted on GoToWebinar. The office assigns a moderator/producer to help ensure a smooth presentation.

1. Instructor’s name: Click here to enter text.
2. Instructor’s email address: Click here to enter text.
3. Webinar title: Click here to enter text.
4. Webinar length: Click here to enter text.
5. Suggested webinar start date (M-F): Click here to enter a date.
6. Suggested webinar start time (please use US Eastern time); noon or 7 pm are generally the best start times: Click here to enter text.
7. Webinar description: Click here to enter text.
8. Please describe your previous experience using GoToWebinar: Click here to enter text.
9. Course level: [ ]  Beginner

 [ ]  Intermediate

 [ ]  Advanced

1. Any special computer hardware or software required for students: Click here to enter text.
2. Instructor bio (in third person, for catalog use): Click here to enter text.
3. Do you authorize the EFA to sell recorded versions of your webinar? (The instructor earns $10 per recording sold with a minimum of $30 before a payout is made.) Your answer does not affect our decision about your class.

[ ]  Yes

[ ]  No

1. Additional comments: Click here to enter text.

\*\*\*Education Chair Use Only\*\*\*

Course approved: [ ]  yes [ ]  no

Action date: Click here to enter a date.

Price: Click here to enter text.

Instructor compensation: Click here to enter text.

Headshot for catalog [ ]  requested [ ]  received