ISTE LIVE 22

JUNE 26-29 NEW ORLEANS

CALL FOR PROPOSALS
SUBMISSION GUIDE

isteconference.org

SEEKING GREAT PRESENTATIONS

ISTE helps educators around the world use technology to solve tough problems in education. Follow these tips to make your proposal stand out:

- **Be a guru.** Don't just speak; impart tech and pedagogical knowledge like the expert you are!

- **Be relevant.** Choose a trending topic.

- **Inspire.** Empower educators and students to lead.

- **Engage.** Encourage active participation, and be so enthralling your audience will forget to multitask.

- **Show, don't tell.** Demonstrate creative use of technology.

- **Advocate.** Talk about the importance of access for all learners.

- **Be inclusive.** Choose co-presenters who represent diverse backgrounds, perspectives and experiences.

- **Be true.** Align to the ISTE Standards.

- **Be neutral.** Don't sell a brand; sell an idea!

HOT TOPICS
What is your big idea?

Sometimes, revolutionary ideas don't fit into a specific category. Don't let that stop you from sharing yours, even if it doesn't match one of these hot topics.

Creativity & curation tools >

Online tools, apps & resources >

Communication & collaboration >

Project-, problem- & challenge-based learning >

Digital citizenship >

Coaching & mentoring >

Games for learning & gamification >

ISTE is committed to providing a friendly, safe, supportive and harassment-free environment for all conference attendees and participants. Please review the **ISTE Event Code of Conduct***.*

CREATE AN EXCEPTIONAL SESSION

Give your session submission an edge by following these simple steps.

ISTE LIVE 22
JUNE 26-29
NEW ORLEANS

STEP 1: PICK YOUR PLATFORM

Decide whether you'd like to present in person in New Orleans, June 26-29, or virtually.

STEP 2: PICK YOUR FORMAT

Choose a session format that best fits your presentation style and content.

LISTEN AND LEARN

One-way audience interaction

ED TALK
Traditional topic presentation

PANEL
Moderator and 2 or more panelists selected collaboratively with ISTE

RESEARCH PAPER
A traditional session, roundtable discussion (in-person only), or poster presentation on original edtech research

SNAPSHOT
20-30 minute micropresentation on a specific solution, tool or content provider resource

PARTICIPATE AND SHARE

Blend of presentation and interactivity

INTERACTIVE SESSION
Topic presentation with activities for audience participation
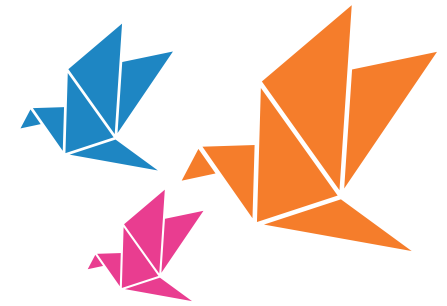
POSTER
Live session and a virtual poster

EXPLORE AND CREATE

Fully interactive sessions

CREATION LAB
Hands-on sesssions focused on creating resources or projects

See format acceptance rates on Page 5.

STEP 3: KNOW YOUR AUDIENCE

10 MOST COMMON ATTENDEE JOB ROLES

PK-12 teacher/faculty
Technology coordinator/specialist/facilitator
Instructional technology coach/director
Technology director
Curriculum developer/specialist/director

Librarian/media specialist
Principal/headmaster
Consultant/trainer
Higher ed teacher/faculty
Assistant, associate or vice principal

STEP 4: CHOOSE A TOPIC

Select the topic that best fits your proposal.

STEP 5: ADD PRESENTERS

The most interesting sessions are ones that offer different perspectives. Please consider how your presenters will contribute to the diversity of experience, opinion and representation in your session.

*Panel presenters will submit interest in participating and will not be added during the CFP process.

STEP 6: COMPLETE YOUR PROPOSAL

BE SURE TO:

- Indicate what participants will learn.
- Be detailed on the purpose and objectives of the session.
- Outline the content covered and the process for engaging participants fully.
- Provide research supporting your session.
- Know and understand your format structure.

STEP 7: HIT SUBMIT!

Submit online: **isteconference.org/present**

Submission deadline is October 1, 2021.

FREQUENTLY ASKED QUESTIONS

CALL FOR PROPOSALS
OPENS: Aug. 30, 2021 • **CLOSES:** Oct. 1, 2021

Virtual Reality for you! Fun, Wellbeing and More
Leslie Fisher, lesliefisher.com

How do I submit my presentation proposal?
All proposals must be submitted via our online submission form. You can create a partial submission and return to it later by clicking the "Save and Continue" button.

Do I have to be an ISTE member to present?
You do not have to be an ISTE member to submit a proposal. However, we'd love to have you join our global educator community!

Is there a fee to submit?
There is no fee to submit. However, if accepted, you must register to attend the conference.

Do I have to register for the conference if my proposal is accepted?
Yes, you must register for the conference to present. However, all presenters receive a discounted registration fee, regardless of when they register.

Can I submit more than one proposal?
Sure, but we typically accept only one per person. Submitting multiple proposals under different formats does not increase the chances of being accepted. Indicate your interest in being considered for another session format.

When do I need to complete my submission?
We must receive your submission before midnight (11:59 p.m. PT) October 1, 2021.

What if I submitted to present only virtually or only in person but I need to update that option after I submit?
Contact us at conf-program@iste.org as soon as possible to see if we're able to accommodate the change.

Can I present both in person and virtually?
You can submit multiple proposals and have the option to choose the format you present in for each.

When will I find out if my proposal has been accepted?
We will send an email notification in January when decisions have been posted on presenter menus.

How will my research paper be evaluated?
Research paper submissions are double-blind peer reviewed. Evaluations are based primarily on:

- Clearly stated and well-conceived research objectives.
- Current and well-articulated perspectives or theoretical framework.
- Appropriate and well-executed research methods (design, data sources, data analysis) that are sufficiently detailed to evaluate the quality of the proposal.
- Well-grounded results (or expectations).
- Quality of writing (clear writing style, organization, clarity of ideas and expression).
- Importance of study (timeliness, advances the field).

What is the likelihood my proposal will be accepted?

Likelihood of acceptance depends on the quality of the proposal and how many proposals are received for the session format you choose. Last year, 40% of proposals were accepted. Our review process is rigorous. We select the best sessions according to the criteria listed on Page 1 of this guide. Be sure to begin crafting your proposal early enough to allow time for your own review and adjustments.

Do I need to include all presenters at the time of proposal submission?

Yes, the name, email and employer of each adult presenter must be listed on the proposal. Student presenters can be added to sessions by the submitter at any point. Panels are the one exception. See below for more information about how panelist selection works this year.

How should I deliver my presentation?

The method you use to deliver your presentation must align with one of the following session formats:

ED TALK*
One or more presenters addressing an audience.

PANEL*
Designated moderator facilitating a discussion among two or more panelists on a particular topic.
See more information about our new panel process to the right.

SNAPSHOT*
Two independently submitted micropresentation proposals on cohesive topics are combined into an unmoderated session.

INTERACTIVE SESSION*
Audience participation and presenter interaction are ingrained in a session.

CREATION LAB*
An exploratory (short) or a deep-dive (long) lab that models and allows participants to practice and experience a hands-on creation activity, a run-through of a project-based unit, or the mastering of a specific productivity tool or skill that they can take home and implement immediately. The length of the lab should be determined by needs of the activity and intended learning outcomes.

RESEARCH PAPER
A traditional session, roundtable discussion or poster presentation on original research on the general theme of using technology to enhance education.

POSTER
A combination of a virtual live session and a visual virtual poster with a short demo video and resources that are available on the virtual platform throughout the conference.

All presenters and participants are required to bring their own presentation devices.

* In person, this session format takes place in rooms equipped with presenter wired internet connection, LCD projection with screen, lavalier mics, Apple TV hardware, Airplay/Airplay Mirroring service and sound system to connect to presenter's own device. Participants will have wireless internet connectivity.

More questions?
Contact conf-program@iste.org.

PANEL INFO:

We're revamping how we're creating our panels for 2022. Proposers will submit an idea for a great panel topic and, if selected, will work collaboratively with the ISTE program team to develop the idea, build out a slate of panelists and create the final description and session flow.

Why are we making this change?

1. We want to ensure our panels have great representation from a variety of perspectives and demographics. We have access to a huge list of potential presenters and we'd like to help with the matchmaking to make this process easy on everyone.

2. We're interested in identifying and elevating new voices to our community. Often, we hear from potential presenters with a great project or story who were too intimidated to propose their own session. New voices can bring fresh perspectives and innovative examples to the program, and we want to create opportunities to intermingle ISTELive veterans with newer educators (or educators newer to our community). We think this blend makes for the most vibrant program offerings.

3. By ensuring we have panels that are complementary (but not duplicative) and offering panels across a broad spectrum of topics, we can be sure our offerings are balanced and effective for the educator community we serve. We're excited to work collaboratively on this element of the program!

A designated moderator (typically the session proposer) facilitates discussion among two or more panelists on a particular topic. Our new panel submission process matches panel moderators with a diverse set of panel members who are experts in particular educational topics and practices. Panel submitters will be invited into a collaborative process in selecting panelists for their sessions, and may propose additional panelists of their own as part of this collaborative process.

FORMATS

NOTE: ✱ indicates that a value is required before submitting this form. Unless otherwise noted, question applies to all session formats. You may start a submission and complete it at a later time. The information on this page will not be saved until you click the "Save and Continue" button at the bottom of the page.

✱ SESSION FORMAT

NOTE: This field will not be editable once you've progressed past this page.

Listen and Learn: Primarily one-way interaction between presenters and audience.

❍ **ED TALK:**
- **In person:** Hour-long presentation with one or more presenters addressing an audience.
- **Virtual:** 45-minute presentation with one or more presenters addressing an audience in a webinar virtual experience.

❍ **PANEL:**
- **In person:** Hour-long presentation with a designated moderator facilitating a discussion among two or more panelists on a particular topic.
- **Virtual:** 45-minute presentation with a designated moderator facilitating a discussion among two or more panelists on a particular topic.

❍ **RESEARCH PAPER:**
- **In person:** 20-30 minute lecture presentation, an hour-long roundtable presentation or poster presentation featuring original research on the general theme of using technology to enhance education.
- **Virtual:** 15-20 minute lecture or poster presentation featuring original research on the general theme of using technology to enhance education. Research papers can also be a poster session, either in person or virtual.

❍ **SNAPSHOT:**
- **In person:** 30-minute micropresentation that focuses on a particular instructional model, technology solution or content provider resource. Two snapshots are combined into an unmoderated hour-long session.
- **Virtual:** 20-minute micropresentation presented consecutively with a 5-minute question-and-answer period following the presentations. Two snapshots are combined into an unmoderated 45-minute session in webinar format.

Participate and Share: Blend of presentation and interaction between presenters and audience or among participants.

❍ **INTERACTIVE SESSION:**
- **In person:** A one-hour session featuring audience participation and interaction with the presenter(s) during the session, with hands-on interaction such as collaborating on a document, creating a collaborative document or participating in a presenter-led backchannel, poll or other activity.
- **Virtual:** 45-minute session featuring audience participation with the presenter(s) during the session via chat, with hands-on interaction such as collaborating on a document, creating a collaborative document or participating in a presenter-led backchannel, poll or other activity. Held in webinar format with breakouts and ability to allow attendees to share video and microphone.

❍ **POSTER:** Recommended for **student presentations** featuring K-12 students presenting their own work and **global projects** involving collaborations across borders.
- **In person:** A combination of one 45-minute virtual live session and a visual poster build with demo video and resources that are available on the platform throughout the conference. In-person presenters may also be assigned a face-to-face presentation time should they wish to present onsite.
- **Virtual:** A combination of one 45-minute live session and a visual poster build with demo video and resources that are available on the platform throughout the conference.

Explore and Create: Extensive interaction between presenters and audience focusing on creation and collaboration.

❍ **CREATION LAB:**
- **Exploratory:**
  ▫ **In person:** 60-minute session focused on exploring new resources, developing new skills or creating through extensive hands-on activities using participant's own device. Attendees are required to preregister.
  ▫ **Virtual:** 50-minute session focused on exploring new resources, developing new skills or creating through extensive hands-on activities using participant's own device.

- **Deep-dive:**
  - □ **In person:** 90-minute session focused on exploring new resources, developing new skills or creating through extensive hands-on activities using participant's own device. Attendees are required to preregister.
  - □ **Virtual:** 90-minute session focused on exploring new resources, developing new skills or creating through extensive hands-on activities using participant's own device.

*Creation lab length: Please indicate your preferred creation lab lengths.

- **Exploratory:** 50-minute (virtual) or 60-minute (in-person) lab that focuses on modeling a single project-based learning unit or mastering a specific productivity tool or skill that you can take home and implement tomorrow.
- **Deep-dive:** 90-minute hands-on session that focuses on broader curriculum integration and/or multiple skills acquisition.

Converted format: If your proposal is not accepted in the format you have chosen, would you like it to be considered for any other formats? Check all that apply.

- ❍ **ED TALK**
- ❍ **INTERACTIVE SESSION**
- ❍ **SNAPSHOT**
- ❍ **POSTER**
- ❍ **CREATION LAB**

TOPIC AND AUDIENCE

*SESSION TOPIC Select up to two.

- ❍ Artificial intelligence
- ❍ Assessment/evaluations/use of data
- ❍ Assistive and adaptive technologies
- ❍ Augmented, mixed and virtual reality
- ❍ Coaching and mentoring
- ❍ Computer science and computational thinking
- ❍ Communication and collaboration
- ❍ Creativity and curation tools
- ❍ Curriculum planning and evaluation
- ❍ Digital citizenship
- ❍ Distance, online and blended learning
- ❍ Educational policy
- ❍ Emergent technologies
- ❍ Equity and inclusion
- ❍ Funding & accountability
- ❍ Games for learning and gamification
- ❍ Global collaboration
- ❍ Innovation in early childhood/elementary
- ❍ Innovation in higher education
- ❍ Innovative learning environments

- ❍ Instructional design and delivery
- ❍ Leadership
- ❍ Library/media
- ❍ Maker activities and programs
- ❍ Online tools, apps and resources
- ❍ Open educational resources
- ❍ Personalized learning
- ❍ Professional learning
- ❍ Project-, problem- and challenge-based learning
- ❍ Safety, security and student data privacy
- ❍ Social-emotional learning
- ❍ Science of learning
- ❍ Storytelling/multimedia
- ❍ Student agency, choice and voice
- ❍ Teacher education
- ❍ Technology infrastructure and connectivity
- ❍ Universal Design for Learning/differentiated learning
- ❍ Using the ISTE Standards

✱ SUBJECT AREA Select up to two.

- ◯ Career and technical education
- ◯ Computer science
- ◯ ELL
- ◯ Health and physical education
- ◯ Language arts
- ◯ Math
- ◯ Music
- ◯ Higher education (research paper only)
- ◯ Inservice teacher education (research paper only)

- ◯ Preservice teacher education (research paper only)
- ◯ Performing/visual arts
- ◯ Science
- ◯ Social studies
- ◯ Special education
- ◯ STEM/STEAM
- ◯ World languages
- ◯ Not applicable

✱ AUDIENCE ROLE Select up to three.

- ◯ Chief technology officers/superintendents/ school board members
- ◯ Coaches
- ◯ Curriculum/district specialists
- ◯ Library media specialists

- ◯ Principals/head teachers
- ◯ Professional developers
- ◯ Teachers
- ◯ Teacher education/higher ed faculty
- ◯ Technology coordinators/facilitators

✱ GRADE LEVEL

- ◯ PK-2
- ◯ 3-5
- ◯ PK-5
- ◯ 6-8
- ◯ 6-12

- ◯ 9-12
- ◯ PK-12
- ◯ Community college/university
- ◯ Not applicable

✱ SKILL LEVEL
(Ed talk, panel, snapshot, interactive session, poster, creation lab)

- ◯ **BEGINNER:** Limited or no experience or prior topic knowledge; no prerequisite skills required.
- ◯ **INTERMEDIATE:** Basic core competency or knowledge of the topic; some prerequisite skills or knowledge required.

- ◯ **ADVANCED:** Considerable experience or advanced knowledge of the topic; significant prerequisite skills or knowledge required.

SKILL PREREQUISITES
(Ed talk, panel, snapshot, interactive session, poster, creation lab)

If you indicated intermediate or advanced skill required above, describe any specific knowledge or skills audience members should have.

GENERAL INFORMATION

✴ TITLE

Your title should help attendees easily understand the topic of your session, with the first few words aiming to attract your session's primary audience. Please use title case (limit 12 words). Example: 10 Easy Ways to Bring Digital Creation Into Early Childhood Classrooms

✴ DESCRIPTION

Write a brief but detailed description of your session. Hyperlinks cannot be included. Describe what information you will offer and what attendees can expect to learn from your session (limit 50 words).

✴ REIMAGINING LEARNING AND THE CLASSROOM

Education is in a dynamic period of change and adaptation that impacts everyone in academia. Please share how your presentation addresses the current challenges and/or provides a path forward in the future of learning (limit 50 words).

✴ DIVERSITY, EQUITY AND INCLUSION

ISTE believes that by cultivating a community of educators with a wide range of experiences, diverse backgrounds and perspectives, we enhance the practice of all educators. We are working to improve our proposal intake and selection process to engage more diverse speakers, identify and remove barriers, and create an inclusive opportunity for all. To that end, please describe how you have considered inclusivity and/or incorporated diversity in your proposal and presenter selection (limit 50 words).

SPECIAL CONDITIONS

If any of the following conditions apply to your session, check the appropriate box below.

- ⭘ **GLOBAL COLLABORATION:** Focused on curriculum, projects or professional learning involving collaborations between or among learners in different countries.
- ⭘ **STUDENT PRESENTATION:** Presented by K-12 students.
- ⭘ **YOUNG EDUCATOR:** Primary presenter is 35 or younger.
- ⭘ **ISTE AUTHOR:** One or more of the presenters is a published ISTE author of an ISTE book or journal article.
- ⭘ **PRESERVICE TEACHER PRESENTER (Research paper):** Session will be presented by a preservice teacher.
- ⭘ **SPANISH SPEAKING PRESENTER:** Session can be presented in Spanish, if selected by ISTE.

ADDITIONAL DETAILS

Enter a URL that exemplifies your presentation style or supports your session proposal topic. This URL will only be viewed by proposal reviewers.

ATTENDEE RESOURCE
(Ed talk, panel, snapshot, interactive session, poster, creation lab)

Enter a URL that attendees could use as a resource, if applicable. This URL will be part of your public session proposal on the conference website and mobile app. Please consider resources that are accessible on screen readers.

Enter a description for your attendee resource URL.

PANEL MODERATOR EXPERTISE AND INTEREST STATEMENT (Panel)

Please share your expertise and describe your interest in sharing instructional practice for these topics or curriculum areas.

What is the criteria for assembling panelists for this session?

✱ ISTE STANDARDS

Select at least one, and up to three, ISTE Standards indicators that will be addressed in your presentation. Visit **iste.org/standards** for the full list.

ISTE STANDARDS ADDRESSED

Explain briefly, but in detail, how your session will address the ISTE Standards indicators selected. Reviewers will be evaluating proposals based on the depth of use and thoughtfulness in implementation of the selected ISTE Standards.

COMMERCIAL PRESENTATION

ISTE recognizes that many sessions focusing on the integration or application of specific technologies may encompass commercial products. This is acceptable provided they are appropriately labeled. If one or more of the presenters represents or was recruited to present by a for-profit company whose products or services are being discussed, please check the box below.

❍ Commercial presentation

List the products/services:

✱ INFLUENCER DISCLOSURE

A recent Federal Trade Commission (FTC) ruling requires that anyone who endorses a product through social media or presentations should make their relationship with the brand ("material connection") obvious. A "material connection" to the brand includes a personal, family or employment relationship, or a financial relationship, such as the brand directly paying fees, covering travel or providing free or discounted products or services.

Disclosure of these kinds of relationships at ISTELive 22 is important because it helps keep recommendations honest and truthful, and it allows people to weigh the value of presenter endorsements.

As an influencer, it's your responsibility to make these disclosures, to be familiar with the Endorsement Guides and to comply with laws against deceptive ads.

All ISTELive 22 presenters will be asked to disclose relevant details by June 1, 2022, including the company/companies and relationship(s)/compensation, or indicate that they do not have a material connection to disclose. Please be sure that any presenters in your session are aware of this reporting. The disclosure form is located on the sidebar of your presenter menu.

❍ I agree to complete this form and encourage any other presenters to complete their form.

✱ MODEL RELEASE

All ISTELive 22 presenters will be required to sign model releases by June 1, 2022 in order to present. Please be sure that any presenters in your session are aware of this requirement. If accepted, the model release will be located on the sidebar of your presenter menu.

❍ I agree to complete this form and encourage any other presenters to complete their form.

DISCLOSURE STATEMENT

I have been supported financially by a company whose product is being included in my presentation.
❍ Travel support (flights, hotel, etc.)
❍ Stipend or honoraria
❍ Material support (products or services)
❍ Registration

NOTE: The purpose of this question is to disclose this information to attendees. It will not impact session selection.

Which company or companies? List here:

RESEARCH PAPER REVIEWER INTEREST (Research paper)

Are you are interested in volunteering to be a research paper reviewer?
❍ I would like to be a research paper reviewer.

PRESENTER CONSTRAINTS

Core conference dates are Sunday, June 26, through Wednesday, June 29, with pre-conference content happening Saturday, June 25. If you are unable to present on any of these dates, mark the date(s) below.

NOTE: ISTE requires that primary presenters are physically present to moderate their events and provide presentation devices including connection for any remote co-presenters if applicable.

❍ Saturday, June 25   ❍ Monday, June 27   ❍ Wednesday, June 29
❍ Sunday, June 26   ❍ Tuesday, June 28

Describe other scheduling or capacity constraints below.

ACCOMODATIONS

Do you need any accommodations to be a successful presenter at ISTELive 22?

ISTE is planning for ISTELive 22 to be a hybrid event next June, with the in-person conference being held in New Orleans, and a virtual component. Please indicate your presentation preference:

❍ I am only able to present in person in New Orleans.

❍ I would be able to present either in person or virtually.

❍ I am only able to present virtually.

PRESENTERS

As the proposal submitter, you have been designated as a presenter and have exclusive access to edit this submission. You may change your role and/or add presenters below. Anyone you add to this proposal with an email address will be notified and required to create their own presenter menu to view, but not edit, this proposal.

ISTE believes that by cultivating a community of educators with a wide range of experiences, diverse backgrounds and perspectives, we enhance the practice of all educators. For each proposed speaker, please consider how they contribute to the diversity of experience, opinion and representation in the session.

Co-presenters are required to update their presenter profile before the session proposal will be considered for inclusion in the program. Co-presenters need to update their presenter profile by October 10, 2022.

Presenters are typically listed in alphabetical order by last name, but research submitters can now specify the order of presenters or co-authors as you prefer to have them displayed in the conference program and conference app. They will be listed in the order of this Presenters page, though your summary may show in alphabetical order.

Roles:

- **NONPRESENTING SUBMITTER:** Select this role for yourself if you do not wish to be listed as a presenter.
- **PRESENTER:** Select this role for anyone you wish to be listed as a presenter, including yourself.
- **STUDENT PRESENTER:** Select this role for any presenters who are K-12 students. Email address is not required for student presenters. Maximum of five student presenters.
- **CO-AUTHOR (RESEARCH PAPER):** Select this role for anyone you wish to be listed as a co-author. Please indicate if your co-author will be presenting onsite or not attending ISTELive 22.

NOTE: ISTE requires that primary presenters are physically present to moderate their events and must provide presentation laptop/tablet, including connection, for any remote co-presenters, if applicable.

NAME	COMPANY	EMAIL	ROLE
Smith, John	ABC Company	jsmith@abc.com	Presenter

❍ ISTE Certified Educator

*Panel presenters will submit interest in participating and not be added during the CFP process.

SUMMARY

PROPOSAL SUMMARY
(Ed talk, panel, snapshot, interactive session, poster, creation lab)

Your answers to the following questions will be combined to create your proposal summary. If your proposal is accepted, this summary information will be made viewable on the conference website and mobile app. Please make sure that all content (including spelling and grammar) is suitable for public reference.

Keep in mind that the proposal reviewers may not know you or your reputation or be familiar with the specific technologies, models or instructional strategies you are addressing. Be sure to provide sufficient detail including full names (not acronyms) and brief descriptions of all such elements in the proposal summary so reviewers can evaluate the relevance and usefulness of the information to attendees.

Specifically, reviewers will evaluate your proposal for its:

- Relevance of the topic to the educational technology field and ISTE audience.
- Educational significance and contribution to the respective topic.
- Degree to which higher-/second-order applications of technology are addressed.
- Ease of replication.
- Value to participants.
- Presenter knowledge and experience.

NOTE: To expedite the online submission process, we recommend that you first draft your proposal summary responses in another application, then copy and paste them here.

✱ PURPOSE AND OBJECTIVES
(Ed talk, panel, snapshot, interactive session, poster, creation lab)

Please provide a detailed overview of the purpose and objectives of your presentation. Describe your objectives as participant outcomes (i.e., what will participants know and be able to do as a result of their participation, or what specific skills will be introduced and practiced). Also include, if appropriate:

- Educational or infrastructure challenge/situation.
- Technology intervention (include specific names/titles and descriptions if tools are not widely known and available).
- Models employed (include brief description).
- Lesson plans or instructional activities/strategies employed (include a brief description of your instructional electronic resources or tools used).
- Evidence of success.

✱ OUTLINE
(Ed talk, panel, snapshot, interactive session, creation lab)

Provide a detailed outline of your presentation, including:

- **CONTENT AND ACTIVITIES:** What content will be presented and/or in what activities will the audience participate?
- **TIME:** How much time will be spent on each content component?
- **PROCESS:** Include specifics on the frequency and tactics you plan to use to engage the audience (e.g. peer-to-peer interaction, device-based activities, games or contests, etc.).

Posters: Clarify exactly what you intend to share/demonstrate through electronic and/or print media.

✱ LEARNER OUTCOMES

What will attendees learn and what will they take away from attending your session? Describe any new ideas or strategies attendees will learn, or products attendees will create in your session.

✱ SUPPORTING RESEARCH
(Ed talk, panel, snapshot, interactive session, poster, creation lab)

List any articles, books, websites, recognized experts or other documentation that supports the importance of the session topic and/or the practices/information being presented.

✱ PRESENTER BACKGROUND
(Ed talk, panel, snapshot, interactive session, poster, creation lab)

List each presenter's qualifications and experience with the session topic. Be sure to include any previous presentations on this or similar topics.

PROPOSAL SUMMARY (Research paper)

Your completed proposal should describe your study in as much detail as possible without exceeding 2,000 words (excluding references). It should not include any references that would reveal the identity of the author(s). Proposals will be judged via a double-blind peer review and evaluated based on:

- Clearly stated and well-conceived research objectives.
- Current and well-articulated perspectives or theoretical framework.
- Appropriate and well-executed research methods.
- Well-grounded results (or expectations).
- Well-written proposal (clear writing style, organization, clarity of ideas and expression).
- Importance of study (timeliness, advances the field).

NOTE: For accepted proposals, this summary information will be viewable on the conference website and mobile app. Please make sure that all content (including spelling and grammar) is suitable for public reference. We encourage presenters to create an infographic or visual file representing their research findings (examples will be provided to those accepted). Final papers should be completed and uploaded between mid-April and early June.

✱ PURPOSE AND OBJECTIVES (Research paper)

What are the objectives or purposes of your research?

✱ PERSPECTIVE OR THEORETICAL FRAMEWORK (Research paper)

What perspective(s) or theoretical framework does your research follow or embody?

✱ RESEARCH METHODS (Research paper)

Describe your research, including a detailed description of design, data sources and methods of analysis, such as how you selected participants and the types of questions you asked.

✱ RESULTS OR EXPECTATIONS (Research paper)

Describe your results or your expectations in cases where the results are not complete.

NOTE: For proposals without finalized data, please note this clearly in your proposal. Be sure to provide evidence that the research is well-conceived, underway and likely to be fully implemented and completed. You can still be considered for a research session.

✱ EDUCATIONAL OR SCIENTIFIC IMPORTANCE (Research paper)

Describe the educational or scientific importance of your study.

✱ WHEN YOU DO EXPECT TO HAVE YOUR DATA COLLECTED? (Research paper)

✱ REFERENCES (Research paper)

List your references.

LOGISTICS

✱ ATTENDEE DEVICES

❍ Devices are not needed/used in this session.

❍ Devices may be useful, but they are not required for this session.*

❍ Devices are required to effectively participate in this session.*

*If devices are needed, check any of the following that apply:

Laptop	Tablet	Smartphone
❏ Chromebook ❏ Mac ❏ PC	❏ Android ❏ iOS ❏ Windows	❏ Android ❏ iOS ❏ Windows

ATTENDEE ACCOUNTS, SOFTWARE AND OTHER MATERIALS

Please list any software, apps or accounts attendees should have loaded on their devices (including download URLs, if applicable) to best participate in your session. Also include other equipment/materials to bring.

✱ ALTERNATIVE ROOM SETTING In person only
(Interactive session, creation lab)

Does your presentation need an alternative room setting/nontraditional lecture setting? If yes, please describe.

❍ Yes   ❍ No

✱ FLEXIBLE LEARNING ENVIRONMENT In person only
(Ed talk, panel, snapshot, interactive session, creation lab)

Does your content focus on or highlight teaching within a flexible learning environment?

❍ Yes   ❍ No