



2005 Christa McAuliffe Technology Conference

Call for Presenters ~ Proposal Form Hands-on Workshop

Contact Information for the Lead Presenter

Please provide the following information for the lead presenter submitting this proposal. **All** conference communication will be with the lead presenter. (There is an opportunity to include the name of a co-presenter later on the proposal form.)

Lead Presenter Name: _____

Role of Lead Presenter: _____

Lead Presenter Job Title/Teaching Assignment: _____

School, District, or Organization: _____

School, District, or Organization Telephone: _____

School, District, or Organization Website Address: _____

The following contact information will be used for **all** conference communications, including many that are sent throughout the summer months, please be sure to use year-round contact information..

Email Address - Lead Presenter: _____

Home Work Mailing Address-Lead Presenter: _____

City, State, Zip - Lead Presenter: _____

Telephone - Lead Presenter: _____

Fax Number - Lead Presenter: _____

Secondary Contact Information for the Lead Presenter

Please provide secondary contact information for the lead presenter, this is likely to be your work contact information. This information is provided as a back-up to your primary contact information and will be used **only** if problems arise with your primary contact information.

Secondary Email Address - Lead Presenter: _____

Home Work Mailing Address- Lead Presenter: _____

Secondary City, State, Zip - Lead Presenter: _____

Secondary Telephone - Lead Presenter: _____

Secondary Fax Number - Lead Presenter: _____

Co-presenter Information (Each session is allowed one co-presenter.)

Co-Presenter Name: _____

Home Work **Co-Presenter Address:** _____

Co-Presenter City, State, Zip: _____

Co-Presenter School, District, or Organization: _____

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Hands-on Workshop Proposal Form

Hands-on Workshop Proposal continued

Christa McAuliffe Technology Conference **2- and 3-hour Hands-on Workshops** are presented on Monday, Tuesday, Wednesday, and Thursday during the day and some evenings.

2-hour PSDC Work Session presenters have the option of a \$50.00 honorarium **OR** 1 free conference registration (including lunch) on the day of their choice.

3-hour PSDC Work Session presenters have the option of a \$100.00 honorarium **OR** 2 free conference registrations (including lunches) on another conference day of their choice.

Please check the box that reflects your preference:

Honorarium **Free conference registration**

Lunch is also provided for morning and afternoon presenters on the day of their session.

Please provide the following information for the **hands-on workshop session** you are proposing.

TITLE OF PRESENTATION (10 words or less):

SESSION OVERVIEW (one sentence summary)

Please complete the following sentence in **30 words or less** to summarize your session.

In this session participants will . . .

SESSION DESCRIPTION

Please describe your presentation in **paragraph form** in **100 words or less**, specifically identifying target audience, objectives, topic/subject area, and presentation strategies for your session.

Please continue on to the next page of the Hands-on Workshop Proposal Form

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Hands-on Workshop Proposal Form

Hands-on Workshop Proposal continued

Please select the Conference Strand that best aligns with your session topic: (check one please)

- Digital Natives ~ Digital Immigrants: Listening to our Learners & Understanding our Learning Styles
- Data Driven Decision-Making: Connecting Students, Content, Assessment, and Best Practice Strategies
- Assessing & Selecting Adaptive and Assistive Technologies: Leveling the Playing Field
- What's Hot: Technology Trends and the Potential Impact on Learning
- Reading, Math, Science, and Technology Connections
- Effective Integration Strategies: Increasing Student Achievement

**How much time do you need to address the topic sufficiently?
(Please note that not all session lengths are available on all days.)**

- 2-hours
- 3-hours
- either 2- or 3-hours
- other (please describe _____)

Do you have a day preference? Monday Tuesday Wednesday Thursday

Are you willing to repeat this session? yes no

Hands-on workshop sessions are generally conducted in our PSDC labs. Each PSDC lab consists of 14 networked computers with telecommunications capacity, a projection device, printer, and screen. (Rooms are also available for large group sessions not requiring a lab environment.)

What is your location preference for conducting the proposed workshop?

- Windows lab
- Macintosh lab
- I have no preference, I am able to use either the Windows or Macintosh lab
- large room with work tables (please provide the maximum number of participants ____)
- off-site at my facility (please describe _____)
(please provide the maximum number of participants ____)

Software Requirements:

I will be using the following software for my workshop (to be provided by the presenters and installed by the McAuliffe lab coordinators):

Please continue on to the next page of the Hands-on Workshop Proposal Form

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<i>Hands-on Workshop Proposal continued</i>
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Equipment Requirements:

What other resources do you need for your presentation?

(Please select all that are desired, we will do our best to accommodate your presentation needs.)

- overhead projector and screen
- vcr and TV monitor
- other _____
- I do not need any additional audio visual resources

Do you anticipate having session materials that you would be willing to share via the conference website? If so, please check all that apply:

- Link(s) to website(s)
- Handout(s) in Word (.doc) or Adobe Acrobat (.pdf) formats
- Presentation file (for example, Powerpoint, video, movie)

Workshop Notes/Comments: *Please use this space to share pertinent information with the conference planning committee regarding any additional presentation needs.*

Please complete the 4-page Workshop Proposal Form for each workshop you are proposing.