



Leveling the Playing Field
2017 CTEBVI Call for Workshops
Proposal Submission Form

* 1. Workshop Title:

NOTE: Workshop sessions this year are 60 minutes long. If your material requires a longer time format, please consider presenting in Part 1 and Part 2 and indicate below.

* 2. Workshop material requires more than 60 minutes and a two-part workshop session is requested.

- No
 Yes

* 3. Conference Program Description:

This will be a brief description of your workshop that will appear in the conference program (maximum of 100 words).

* 4. Workshop Strand(s)

- Transcribers
 Educators
 Parents

* 5. Primary Learning Objectives:

Approval to provide Continuing Education (CE) is applied for through ACVREP. For this purpose, learning objectives need to be listed for all workshops. Objectives need to be measurable and specific and should state what the participant is expected to learn. For example, "Participants will learn how to ..." Or "Participants will be able to ..." Please list up to three learning objectives which participants will gain through your workshop:

1.

2.

3.



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The contact information provided for each presenter will be used for both internal committee communications with the presenter and for publication in the conference program.

* 6. Lead Presenter

First Name

Last Name

Email Address

Phone Number

7. Lead Presenter (for conference program):

Degrees or Credentials

Agency or School

Position or Title

* 8. Profile of Lead Presenter:

Please include a brief profile or bio. This will be included in the conference materials.

9. Address (City, State, Zip)

* 10. Will a second presenter be co-presenting with you?

Yes

No



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* 11. Presenter 2:

First Name:

Last Name:

12. Presenter 2 (for conference program):

Degrees or Credentials

Agency or School

Position or Title

* 13. Profile of Presenter 2:

Please include a brief profile or bio. This will be included in the conference materials.



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* 14. Will a third presenter be co-presenting with you?

Yes

No



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* 15. Presenter 3:

First Name:

Last Name:

16. Presenter 3 (for conference program):

Degrees or Credentials

Agency or School

Position or Title

* 17. Profile of Presenter 3:

Please include a brief profile or bio. This will be included in the conference materials.



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* 18. Will a fourth presenter be co-presenting with you?

Yes

No



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* 19. Presenter 4:

First Name:

Last Name:

20. Presenter 4 (for conference program):

Degrees or Credentials

Agency or School

Position or Title

* 21. Profile of Presenter 4:

Please include a brief profile or bio. This will be included in the conference materials.



Set-Up Style for Presentations

Standard Room Set-Up for Workshop Sessions:

Unless otherwise indicated below, CTEBVI will provide the following room setup and audio-visual equipment:

- Theater style seating (chairs arranged in parallel rows facing the front of the room)
- Podium with microphone
- Six-foot draped table
- LCD projector and screen with standard PC connectivity to laptop
- Audio speakers for players

* 22. Standard Room Set-Up is acceptable.

Yes

No, specify alternative room set-up

23. Alternative Room Set Up:

Panel Table

Classroom-style Setup

Other (please specify)

24. Any other arrangements (please specify, such as scheduling considerations)

* 25. Internet Requirements for Workshop Session:

- No internet access is required
- Internet access for presenter only
- Internet access for presenter and workshop participants



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* 26. Internet access for participants is very expensive. Please specify how it will be used by workshop participants.



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Workshop Handouts

If your proposal is accepted for a workshop session, handouts or accompanying materials can be provided electronically for reproduction (details for submittal will be provided at acceptance). Materials will be uploaded onto our website after conference. If your workshop is approved the due date for submitting your handouts is February 16, 2017.

- * Thank you for your willingness to share your expertise with attendees of the 2017 CTEBVI Conference.
- * The CTEBVI Conference Committee will review all submissions and notify submitters of the committee's decision by the end of January 2017.
- * If you have any questions contact the committee chair via email at ctebvi.workshops@gmail.com.
- * See you in San Francisco in March!