

# Call for Proposals

Thank you for your interest in submitting a presentation at our coming international conference. Please review the following guidelines and additional information for composing your proposal.

## Important dates to remember:

The deadline for submitting proposals is **April 15, 2018**, 11:59 pm Pacific Daylight Time.

You will be notified on the status of your submission no later than **June 1, 2018**.

## Submission Types:

- **Individual Paper Presentation**
- **One-Hour workshop**
- **Two-hour workshop**
- **New book launch session**

**Notes:** An individual can submit only one conference proposal but could be part of the team in another proposal. As all submissions go through a blind peer review process, try to avoid any information that might help identifying the proposal author(s).

## Proposal Submission Guidelines

**Individual Paper Presentation.** Paper proposals, composed by one or several authors, should be submitted individually and on acceptance, the conference organizing committee will form them into 90 minutes' panels based on the discussion of common topics.

- **Title (up to 18 words)**
- **Keywords (up to 10)**
- **Description (500 words):** Describe your presentation rationale; explain the concept, key ideas, research significance, and/or practical importance and implementation. Try to avoid long sentences; be concise and to the point.
- **Conference Program Abstract (100 words):** This is the short version that will be used in the program.

- **Short author(s)' bios (up to 50 words).**
- **Contact information:** email address of the first author for communication purposes.

### **One-Hour workshop (by an individual or a group of presenters)**

- **Title (up to 15 words)**
- **Keywords (up to 8)**
- **Description (300 words).** Describe the idea(s) behind your workshop, key strategies you are planning to use to engage your audience (e.g., large-group discussion, case study exercise, small-group discussion, role playing, hands-on activity, etc.), and the results you expect to achieve. Explain its practical importance and ways of implementation. Avoid long sentences, be concise and to the point.
- **Conference Program Abstract (100 words).** This is the short version that will be used in the program.
- **One to three learning objectives (up to 20 words each).**
- **What is new and/or unique about your workshop? (Up to 30 words).** Please describe.
- **Agenda Outline.** Provide a tentative outline of how you will spend your two hours, including time estimates for each portion of the agenda.
- **Target audience for your workshop** (e.g., elementary/middle/high school teachers, school administrators; school counselors, etc.).
- Short author(s)' bios (up to 50 words).
- **Contact information.** Email address of the first author for communication purposes.

### **Two-Hour workshop (Individual or by a Group of Presenters)**

- **Title (up to 15 words)**
- **Keywords (up to 8)**
- **Description (500 words).** Describe the idea(s) behind your workshop, key strategies you are planning to use to engage your audience (e.g., large-group discussion, case study exercise, small-group discussion, role playing, hands-on activity, etc.), and the results you expect to achieve. Explain its practical importance and ways of implementation. Avoid long sentences, be concise and to the point.

- **Conference Program Abstract** (100 words). This is the short version that will be used in the program.
- **One to three learning objectives (up to 20 words each).**
- **What is new and/or unique about your workshop? (Up to 50 words).** Please describe.
- **Agenda Outline.** Provide a tentative outline of how you will spend your two hours, including time estimates for each portion of the agenda.
- **Facilitation Experience.** Please include information about specific and/or similar facilitation experience you (and your co-presenters, when applicable) have. You may include any other relevant to this presentation projects.
- **Target audience for your workshop** (e.g., elementary/middle/high school teachers, school administrators; school counselors, etc.)
- **Short author(s)' bios (up to 50 words).**
- **Contact information:** email address of the first author for communication purposes.

### **New book launch session (Individual or by a Group of Authors)**

**Notes:** This session is designed to introduce larger educational community to recently published books on Janusz Korczak and other past and modern humanistic educators. Depending on the number of submitted books, we will have one or more 90-minute sessions. Presenters are encouraged to prepare handouts with a short info about the books and themselves.

These proposals will not be blindly reviewed.

- **Title of the book**
- **The author(s)**
- **The publisher and year of publication**
- **An abstract of the book**
- **The table of contents**
- **Description (500 words):** Describe your presentation rationale; explain the concept, key ideas, research significance, and/or practical importance of the book. Try to avoid long sentences; be concise and to the point.
- **Short author(s)' bios (up to 50 words).**
- **Contact information:** email address of the first author for communication purposes.

### **Tips to make your proposal stand out:**

- Pick a topic that is timely, relevant, thought-provoking, and one that genuinely interests you. What challenges and successes are you witnessing on school campuses and how can those lessons be applied more broadly?
- Be clear and captivating in your title and description. A good title will invite the attendee to join by making the topic and coverage distinct and engaging. Make sure that your description supports the title.
- We want to know how you will engage your audience. The best learning and teaching practices are interactive, responsive, and use different learning formats. Tell us how you will make your presentation not only informative but participatory.
- Know a lot about a topic? Prove it! Let us know what research, case studies, examples and even anecdotes support your expertise.
- Proofread and edit what you've submitted so reviewers know you've taken the time to perfect your submission.

### **How do we review proposals?**

Presentation proposals should be timely, carefully considered and prepared, interactive, and provide resources, takeaways, and action points. To ensure that every participant feels their time spent in workshops is valuable, reviewers will consider the following criteria when evaluating presentation proposals:

- **Relevance:** The proposed session should interface with the felt needs, challenges, and opportunities in today's schools, organizations, and society.
- **Approach:** The following should be clear: the session description and objectives; how the session adds value to the conference and serves

attendees; who the target audience is; what modes of facilitation the presenters will use; and what takeaways participants can expect.

- Creativity and innovation: The session should bring to bear a new lens or perspective on its topic.
- Demonstrated expertise: The session should present original research, applied knowledge of (others') recognized research or theory, models or use of evidence-based practices, personal mastery, and/or reflective practice.
- Impact: The session should lend itself to professional or personal application. It should be designed to encourage attendees to contemplate follow-up, continued exploration, and action planning on various levels.

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