

MIDTESOL 22

Emerging Stronger: Leading Positive Change in ELT Education

Proposal Worksheet

This worksheet provides information on the various areas of the proposal form and is presented in the same order as on the online form. We encourage you to use this form to facilitate completion of the online form.

MIDTESOL 2022: Proposal Worksheet

Step 1: Enter the Author's Details:

Submission Title:
Prefix:
First name:
Last name:
Title:
E-mail Address:
Institution:
Note: For Institution- if you are not affiliated with an institution you can use "Independent"

Are you comfortable with sharing this contact information in the conference program? (Note: if you do not check the box below, your contact information will not be shared in the conference program.)

Yes, you may include my contact information in the conference program.

Are you currently a student?

Yes
No

Co-author details:

Add any other authors who worked on this submission.

Step 2: Enter Your Submission Details

Select a topic or content area that best matches the content of your proposal

_____ Advocacy, Social Justice, & Community Building
_____ Applied Linguistics
_____ Content-Integrated Approaches
_____ Culture & Intercultural Communication
_____ Digital Learning & Technologies
_____ Language Assessment
_____ Listening, Speaking & Pronunciation
_____ Materials Development & Publishing
_____ Personal & Professional Development
_____ Program Administration & Evaluation
_____ Reading, Writing, & Literacy
_____ Teacher Education
_____ Vocabulary & Grammar

Select an audience (Select 1 or 2)

_____ Early Childhood (PreK, Very Young Learners)
_____ Elementary Education (K-5, Young Learners)
_____ Secondary Education (Grades 6–12, Adolescent & Teen Learners)
_____ Higher Education (including IEPs and Community Colleges)
_____ Adult Education (Community-based, refugee, vocational, technical, and workplace programs)
_____ Graduate/Post-Graduate Academic and Professional Programs, Including Teacher Education Programs

Select the session focus

Proposals may focus on one of four areas. Please consider which most accurately describes your session.

_____ **Practice- or pedagogy-oriented sessions** are based on classroom experience or meant to be applied directly to the classroom or work environment. Participants will learn concrete ways to do something (teach, grade, administer, write, create, etc.).

_____ **Research-oriented sessions** report on your or your team's original pedagogy- or policy-focused research. This research may be classroom- or action-based and may have implications for pedagogy, but the primary goal is to provide information rather than concrete applications.

_____ **Conceptually-oriented** sessions provide new perspectives by interpreting or reinterpreting existing theory, practice and/or research.

_____ **Policy-oriented sessions** may analyze, propose, debate, or otherwise focus on policies or mandates that affect language teaching and learning.

Select the session type

_____ **Dialogue (45 minutes)**: A peer-to-peer facilitated discussion about a TESOL-related topic. The leader begins by introducing the topic and then engaging the participants by asking thought-provoking and practical questions.

_____ **Presentation (45 minutes)**: A research- or practice-oriented session that may be delivered individually or as part of a group discussion.

_____ **Workshop (90 minutes)**: A carefully structured, hands-on professional development activity. The leader helps participants solve a problem or develop a specific teaching or research technique.

_____ **Poster Presentation (45 minutes)**: Self-explanatory exhibit that allows participants to engage in informal discussion with presenters during a designated time at the conference. Each presenter will prepare a bulletin board display, which will also be exhibited throughout the conference.

_____ **Virtual Presentation (30-45 minutes)**: A research- or practice-oriented session that may be delivered individually or as part of a group discussion. If your proposal is accepted, you will record your session and submit your recording and a digital copy of your handout(s) prior to the conference.

Compose the title, abstract, and session description

This is the portion of the proposal rated by reviewers. Before you begin, review the proposal rating criteria.

The Title

Type your title here (10-word maximum). This title will be used in the conference materials, including the desktop mobile app.

The Abstract

Align the abstract to the conference theme and your desired format. In addition, write it with the audience and the Proposal Rating Rubric in mind. Reviewers will read and score your abstract, and it will be printed in the conference materials. Attendees will use your session title and abstract to decide whether to attend your session. MIDTESOL conference planners reserve the right to edit abstracts for length and clarity.

The abstract should adhere to these guidelines.

Guidelines

- 50-word maximum
- Describe the content of your session as clearly and as succinctly as possible.
- Highlight what attendees should expect to take away from the session.
- Do NOT include presenters' names, the names of institutions, or the names of publications or published works.

Type your abstract here (50-word maximum)

The Session Description

The session description is your opportunity to explain your vision for your presentation and how your presentation connects to this year's conference theme. Reviewers will see its clarity as a reflection of the proposal's overall quality. It should also be aligned to your desired format.

Guidelines and Format for Session Description

- 300-word maximum
- Do not include presenters' names, the names of institutions, or the names of publications
- Include
    - a clearly stated purpose with goals and outcomes

- an outline of the session with an appropriate amount of content for the allotted time
- activities, visuals, or other techniques to engage the audience (and be sure that they are appropriate for the session type, e.g., dialogue, teaching tip, or research-oriented presentation)
- clear indication of the intended audience

- If you use source material in your description, you must cite it using any standard format (APA, MLA, etc.)

Type your session description here (300-word maximum)

Would you be willing to change the session type if necessary?

Yes
No

Step 3: Review your Submission (please check that everything is accurate). If all is fine, click "submit."

Note: Proposers are limited to participating in a **maximum of four (4) sessions** of any type or length. All communication about the proposal will be via email with the person listed as the primary presenter. **All presenters must be registered conference participants.** If you are presenting as a group, each group member must register for the conference.

Thank you! If you have any questions regarding the proposal submissions, please contact Ben Vilkas at proposals@midtesol.org.