

A Call for Papers and Presentations for NABE 2006

The 35th Annual Conference of the National Association for Bilingual Education will be held on January 18-21, 2006 in Phoenix, Arizona. In addition to inviting nationally and internationally recognized keynote and major speakers, NABE is soliciting presentations from the field for concurrent sessions.

In addition to the abstract guidelines set forth for the particular category to which you are applying, the NABE Program Committee will judge proposals based on the following criteria:

1. The relevance of the session to the needs of conference participants
2. The ability of the proposal to demonstrate innovative approaches
3. The interest level of the topic
4. The applicability to instruction
5. The relevance to current research

TYPES OF PRESENTATIONS

Descriptive Reports (45 minutes):

- ▶ **Definition** - a detailed discussion of activity the presenter is carrying out related to the theory or practice of bilingual education
- ▶ **Purpose** - to describe, NOT demonstrate the activity. Descriptions of program design and implementation; policies and procedures; and teacher preparation and development are suitable topics.
- ▶ **Guidelines** - allow time for audience questions and discussion
- ▶ **Abstract** - should include description of the topic to be covered

Research Papers (45 minutes):

- ▶ **Definition** - a description and /or discussion of research relating to bilingual education and the development of bilingualism
- ▶ **Purpose** - to share empirical research or well-documented theoretical/practical perspectives. Also acceptable are critical reviews of literature, policy studies, well-documented historical studies, critiques, etc.
- ▶ **Guidelines** - use handouts and audio-visual aids, present a summary rather than reading a prepared text
- ▶ **Abstract** - should include the main premise of the paper, a summary of supporting evidence, and the conclusion

Demonstrations (75 minutes):

- ▶ **Definition** - presentations which show a specific teaching or testing technique and/or materials
- ▶ **Purpose** - to demonstrate how something is done
- ▶ **Guidelines** - provide a brief description of the underlying theory, include handouts and audio-visual aids, and actively

involve participants

- ▶ **Abstract** - should include an explanation of the purpose of the demonstration and a description of what will be demonstrated

Symposia (2 hours):

- ▶ **Definition** - panel of presentations which provide a forum for a group of scholars, teachers, administrators, parents, or business and government representatives
- ▶ **Purpose** - to discuss specific pedagogical, policy or research issues from a variety of perspectives with alternative solutions presented
- ▶ **Guidelines** - provide time for audience discussion
- ▶ **Abstract** - should include a description of the topic, along with the names, titles, affiliations and specific contributions to the symposium of each of the presenters

Workshops (2 hours):

- ▶ **Definition** - intensive sessions in which participants develop methods or materials, design research studies, analyze research data
- ▶ **Purpose** - to confront and solve actual teaching or research problems
- ▶ **Guidelines** - workshops MUST provide participants with the opportunity to actively participate, emphasis is on providing hands-on experience vs. lecturing
- ▶ **Abstract** - should include the goal of the workshop, a summary of the theoretical background, and a description of activities to be conducted during the workshop

Proposal Preparation Guidelines

PLEASE NOTE: To avoid scheduling conflicts and to achieve broad participation in the conference, NABE will accept no more than two proposals per person.

1. **PROPOSAL FORM:** Submit ONE (1) copy with all items completed and proofread for publication in program.
2. **ABSTRACT:** Submit THREE (3) copies of a 300-word abstract of the presentation for review by readers. Abstracts, except for those for symposia, should have NO author identification or affiliation either in the title or in the body of the abstract in order to ensure anonymous review. Abstracts should be typed on one 8 ½" x 11" paper (one side only). All abstracts should define the title or topic of the presentation, objectives, methodology, significance, and other pertinent information. At the top of the page, state the title/topic of the presentation and the type of session.
NOTE: In order for readers to fairly judge the quality of a proposed presentation, proposals should indicate clearly what the session will cover and how; the title should reflect what is to be done in the presentation; and the appropriate type of presentation should be selected.
3. **POSTCARD:** Must enclose a self-addressed stamped postcard to receive acknowledgement of receipt of your proposal. Stamped postcard returned by NABE does NOT constitute acceptance of session proposal for program, rather only acknowledgement of receipt of proposal.
4. NABE will accept and schedule **no more than two (2) proposals per person**. Presenters, as a condition of acceptance, must be available any conference day for scheduling.
5. Commercial and non-commercial proposals will be judged in separate competitions. Please check the appropriate box on the proposal form. Commercial proposals include all those submitted or sponsored by profit-making firms.
6. For presentations in languages other than English, the title and the 50-word description should be in the language of the presentation, but the abstract must be in English.
7. Submit all proposals to:
NABE 2006 PROGRAM COMMITTEE • NABE National Office
1030 15th Street, NW, Suite 470 • Washington, DC 20005-1503 • (202) 898-1829

PROPOSAL CHECKLIST:

- Proposal Form (one form is required for each submission)
 - Abstract (3 copies, 300 words)
 - Postcard (self-addressed, stamped)

ALL PROPOSALS MUST BE POSTMARKED NO LATER THAN MAY 27, 2005

Notification of acceptance or rejection will be sent by October 21, 2005

Presentation Proposal Form for NABE 2006

POSTMARK DEADLINE: May 27, 2005
Notification of acceptance or rejection by October 21, 2005
COMPLETE BOTH SIDES OF THIS FORM.

CHECK ONE:

Commercial Proposal Non-commercial Proposal

A. TITLE (limited to 15 words): _____

B. NAME OF PRESENTER (First, Last)	ORGANIZATION (do not abbreviate)	CITY, STATE
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

IF APPLYING A FOR 2-HOUR SESSION, YOU MAY LIST UP TO 2 MORE PRESENTERS; MAXIMUM OF 5 PRESENTERS

4. _____	_____	_____
5. _____	_____	_____

NOTE: NABE DOES NOT WAIVE REGISTRATION FEES FOR PRESENTERS. AS A CONDITION OF ACCEPTANCE, ALL SESSION PRESENTERS MUST REGISTER FOR THE CONFERENCE AND MUST BE AVAILABLE TO PRESENT ON ANY DAY OF THE CONFERENCE. SESSIONS WILL BE SCHEDULED TO BEST ACCOMMODATE ATTENDEES AND THEREFOR SPECIAL SCHEDULING REQUESTS FOR PRESENTERS CANNOT BE ACCEPTED.

C. DESCRIPTION — 50-WORD DESCRIPTION FOR PUBLICATION IN THE PROGRAM:

(MUST BE TYPED OR WRITTEN IN MANUSCRIPT. DESCRIPTIONS LONGER THAN 50 WORDS WILL BE EDITED - PLEASE USE PRESENT TENSE)

D. PLACE AN "X" BEFORE THE TYPE OF PRESENTATION SUBMITTED:

- DESCRIPTIVE REPORT (45 minutes)
- DEMONSTRATION (75 minutes)
- RESEARCH PAPER (45 minutes)
- SYMPOSIUM (2 hours)
- WORKSHOP (2 hours)

E. LANGUAGE(S) OF PRESENTATION: _____

F. LANGUAGE GROUP(S) COVERED IN THE PRESENTATION:

- All Language Groups
- Some Language Groups (specify): _____
- One Language Groups (specify): _____

CONTINUE ON REVERSE

For Office Use Only ID#:

1. _____	_____	2. _____	_____
reader #	score	reader #	score

G. GRADE (check ONE): Pre-K Pre-K - 2 Elementary Secondary College Adult All

H. PRESENTATION CLASSIFICATION

TOPIC (check ONE):

- | | | |
|------------------------------------------------|------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Research | <input type="checkbox"/> ESL | <input type="checkbox"/> Program Design |
| <input type="checkbox"/> Art/Music | <input type="checkbox"/> Gifted/Talented Students | <input type="checkbox"/> Science |
| <input type="checkbox"/> Assessment/Evaluation | <input type="checkbox"/> Literacy | <input type="checkbox"/> Social Studies |
| <input type="checkbox"/> Dual Language | <input type="checkbox"/> Math | <input type="checkbox"/> Special Education |
| <input type="checkbox"/> Early Childhood | <input type="checkbox"/> Parental/Family Involvement | <input type="checkbox"/> Other (specify): |
| <input type="checkbox"/> Education Reform | <input type="checkbox"/> Personnel Preparation | _____ |

I. SESSION SPONSOR (Check if any apply):

NABE SIG (Name of SIG and Chairperson): _____

NABE 2006 Exhibitor NABE 2006 Sponsor

(Name of Company and Contact Person): _____

J. AUDIO-VISUAL EQUIPMENT ORDER: All rooms will be equipped with an overhead projector and screen and one corded microphone at no cost. If you need to use a computer as part of your presentation, you must bring one or personally make arrangements to rent one. Presenters will be responsible for the costs and arrangements for any other equipment needed for their session (s). NABE will not be handling audio-visual equipment orders. A conference vendor for such equipment will be enlisted but has not been selected. We will provide contact information for this vendor in notification letters for accepted proposals.

K. CONTACT PERSON (Mailing address of presenter to whom all correspondence should be sent): Print telephone number where you can be reached during the summer months.

First name: _____ Last name: _____

Affiliation: _____

Street: _____

City: _____ State: _____ Zip: _____

Work Telephone: (_____) _____ Home Telephone: (_____) _____

Fax: (_____) _____ E-mail: _____

By signing and submitting this proposal, I understand that NABE does not waive registration for presenters and I agree that as a condition of acceptance, I will register all my presenters for the conference. I understand that special session scheduling requests cannot be accepted and that my session will be presented as scheduled by NABE.

Signature: _____

REMEMBER TO:

Submit one copy of your presentation and THREE copies of your abstract.

RETURN PROPOSALS POSTMARKED NO LATER THAN MAY 27, 2005 TO:

NABE 2006 PROGRAM COMMITTEE
1030 15th Street, NW, SUITE 470, WASHINGTON, DC 20005-1503