# ATIA 2019 Call for Presentations

# Accessible Submission Form

# *Accepting Presentations from April 16 – June 15, 2018*

Thank you for sharing your knowledge with ATIA! Should you submit this word document in lieu of the online form, please indicate your response for **each** question below. The ATIA Education Team will then transfer your answers to our online database. Required questions contain the word REQUIRED after the question.

Please submit your best, well-written abstracts for consideration for ATIA 2019. All submissions will be considered during the Strand Advisor Blind Peer Review Process. Based on the Strand Advisors recommendations, the two highest ranked sessions that contribute to a well-rounded and balanced educational program are eligible for inclusion\*. From an individual speaker perspective, this includes submissions where you are listed as primary or co-speaker.

*\*Invited speaker sessions are exempt and may be included, for example, Pre-conferences Seminars, MTSS & Town Hall Sessions, QIAT Conversations, Smackdowns, Strand Spotlight Panels, and/or approved session moderators.*

Review your submission for spelling and typographical errors; descriptions should be well-written and grammatically correct. Upon acceptance this submission will be used for printed materials. ATIA reserves the right to edit for consistency, length, format and grammar as necessary.

This year, ATOB (Assistive Technology Outcomes and Benefits journal), is conducting a parallel Call for Papers alongside the ATIA 2019 Call for Presentations. The ATOB Editorial Board along with Guest Editor Kathleen M. Murphy, PhD, Principal Researcher with American Institutes for Research, invite papers for the upcoming Volume 13, focused on ‘The Role of Research in Influencing Assistive Technology Products, Policy, and Practice.’ Manuscripts are due by Friday, June 15, and will be peer reviewed for an anticipated publication date in early 2019. More info at: [www.atia.org/atob](http://www.atia.org/atob).

Please send your final word document to education@atia.org. We look forward to receiving your submission!

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| Primary Speaker Information |
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**Primary Speaker Information [REQUIRED]**

* Prefix (optional):
* First Name:
* Last Name:
* Degree (optional):
* Title (optional):
* Email:
* Alternate Email (if using an .EDU email, please provide due to security restrictions):
* Work Phone:
* Secondary Phone (optional):
* Company Name :
* Address :
* City:
* State:
* Postal Code:
* Country :
* Twitter Handle (optional):

**Speaker Bio [REQUIRED]**

(A description of your professional background, education and information on your previous speaking experience. Please limit to 300 words.)

**Have you presented at ATIA before? [REQUIRED]**

* Yes
* No

**Are you an ATIA Member? [REQUIRED]**

If you are unsure of an organization's member status, please consult the ATIA Member Directory (<https://www.atia.org/about-atia/membership-directory>).

* Yes
* No

**Is your company exhibiting at ATIA 2019? [REQUIRED]**

If you are unsure if your organization is exhibiting, please consult the ATIA 2018 Exhibitor List (<http://s3.goeshow.com/atia/orlando/2019/exhibitor_list.cfm>).

* Yes
* No

**Are you: [REQUIRED]**

* A practitioner
* Government Affiliated
* Higher Education Affiliated
* Individual with a disability
* Parent
* A vendor or a company representing AT or IT
* Other

**Please indicate if this speaker requires special accommodations. [REQUIRED]**

* No
* Yes and will contact education@atia.org with details.

**Speaker Photo**

This headshot will be featured in your speaker profile in the mobile app.

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| Presentation Title and Type |
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**Presentation Title [REQUIRED]**As it will appear in the conference program (limit to 10 words or less and use proper capitalization)

**Presentation Type [REQUIRED]**

* **Education Breakout Session:** 60-minute presentation on research paper results, lessons learned, best practices, etc. Sessions featuring a single product **must** be submitted as Vendor sessions. Sessions featuring implementation case studies with multiple products may be submitted.
* **Bring Your Own Technology (BYOT):** 60-minute demonstration on iPads, Tablets etc. Rooms will be set classroom with charging stations in the back of the room.  These rooms will have wireless internet.
* **Poster Session**: 2-hour time slot dedicated to a visual presentation. Design your poster to explain and visually showcase a single program or activity to stimulate informal discussion between presenters and attendees. Posters are designed to highlight a research study. ATIA provides the boards and push pins to present posters.
* **Product Demo Center Session (Exhibitors Only):** 20-minute presentations by ATIA exhibiting companies designed to showcase products or services, new release highlights, or provide an introduction to a product or service topic.

**Select a type:**

* Education Breakout Session
* Bring Your Own Technology (BYOT)
* Poster Session
* Product Demo Center Session

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| Additional Information about Education Breakout Session or BYOT (if applicable) |
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If you select an Education Breakout Session or a BYOT, please complete the next three questions.

**90-Minute Timeslot Interest**

If your session is approved, do you prefer a 60 or 90-minute timeslot? (s*ubject to availability)*

* 60 minutes
* 90 minutes

**Panel Option**

Will your session be set up as a panel?
A panel has 2-3 panelists with a moderator who develops structured discussion points.

* Yes
* No

**Poster Interest**

If your session is selected as an alternate/waitlisted, would you be interested in presenting a poster in lieu of a session?

* Yes
* No

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| Presentation Details |
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 **Select the Strand [REQUIRED]**

For detailed descriptions of each strand, please visit the ATIA 2019 Strand Description Page (<https://www.atia.org/atia-2019-session-strands/>)

* Assistive Technology for Improved Function
* Augmentative and Alternative Communication
* Education & Learning: Early Intervention – 12
* Higher Education
* Leadership
* Mainstream & Web Accessible Technologies
* Research
* State Assistive Technology Programs
* Vision & Hearing Technologies
* Workplace Accessibility

**Secondary Strand**

If applicable, please select a secondary strand. This information is used for the strand advisor blind peer review but will not be available to attendees.

* Assistive Technology for Improved Function
* Augmentative and Alternative Communication
* Education & Learning: Early Intervention – 12
* Higher Education
* Leadership
* Mainstream & Web Accessible Technologies
* Research
* State Assistive Technology Programs
* Vision & Hearing Technologies
* Workplace Accessibility

**Select a Universal Content Area [REQUIRED]**

To aid attendees in searching sessions, please select the type of content you will be discussing (select a maximum of two).

* Assessment
* Emerging Technology
* Implementation
* Policy
* Professional Development
* Research
* State AT Act Program
* N/A

 **Full Session Abstract [REQUIRED]**

In 700 words or less, please provide a detailed outline of the items you intend to cover in this presentation. The Strand Advisors will use this information as part of the blind peer review process to determine session eligibility. Attendees will not have access to this information - see short description.

**Short Session Abstract [REQUIRED]**

In 150 words or less, please provide a high-level overview of the items you will cover in this presentation. If selected, this shorter abstract will be available to attendees via the website and mobile app. *This description should be a summary of the full session abstract. Please do not copy and paste the same abstract.*

**Learning Objectives [REQUIRED]**

**Learning objectives should begin with an action verb, include measurement, and be specific.**Check out AOTA’s article, Using Learning Objectives to Ensure Authentic Learning Outcomes (<https://otconnections.aota.org/aota_blogs/b/app/archive/2015/03/19/using-learning-objectives-to-ensure-authentic-learning-outcomes.aspx>), for a detailed guide for writing well-developed objectives.

Instructions:

1. Select one of the following action verbs to begin each objective:
	1. Compare
	2. Define
	3. Demonstrate
	4. Describe
	5. Develop
	6. Discuss
	7. Identify
	8. Recommend
2. Include a numerical value in each objective (one, two, three, etc.)

**Example:**"**Identify** the **three**differences between **best practice A and best practice B**."
*Reasoning: "Identify (action verb) the three (numeric value) differences between best practice A and best practice B (specific)."*

* **First Learning Objective:**
* **Second Learning Objective:**
* **Third Learning Objective:**

**Learning Objective Confirmation [REQUIRED]**

I confirm that my learning objectives begin with an action verb, include a measurement, and are specific. I understand any incomplete or incorrectly formatted learning objectives may be returned for revision or may not be accepted.

 (I confirm)

**Referral**

If you were encouraged to submit to the ATIA Call for Presentations, please list the Strand Advisor, organization or individual who referred you below.

 **Please indicate if you are interested in publishing this submission in ATOB (Assistive Technology Outcomes and Benefits journal). [REQUIRED]**

* Yes
* No

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| Session Identifiers |
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**Experience Level [REQUIRED]**

* Beginner
* Intermediate
* Advanced

**Primary Life Cycle Addressed [REQUIRED]**

* All
* Birth - PreK
* Elementary - Secondary (K-12)
* Post-Secondary
* Adult/ Senior
* Other

**Keywords [REQUIRED]**

Please select all keywords that apply to your session. Keywords provide an alternative way to describe your session and will be searchable in the Online Session Directory to help attendees search sessions.

* Accessible Educational Materials
* AT Makers
* Aging
* Autism
* Developmental / Intellectual Disabilities
* High Incidence
* Low Incidence
* Literacy
* Mobile technology
* Transition
* Universal Design for Learning (UDL)

 **Target Audience [REQUIRED]**

Please check all of the target audiences you think would find this session of interest.

* Accessibility Professional
* ADA Coordinator
* Administrators
* AT Specialists
* Alternative Media Specialist
* Caregivers
* Communication Specialist
* Consumers/Individuals with Disabilities
* Consultants/Trainers
* Curriculum and Instruction
* Disability Services
* Educators
* Faculty/Instructors - Higher Education
* Family Members
* Government/Non-Profit Agencies
* Instructional Technologist
* Media Specialist
* Occupational Therapists
* Paraprofessionals
* Physical Therapists
* Rehab Therapists
* Speech-Language Pathologists
* Special Education Educators
* Visual Impairment Specialists
* Vocational Rehabilitation

**Is any speaker on this session from an exhibiting or member company? [REQUIRED]**

\*ATIA exhibitors and members receive priority scheduling.

If you are unsure of the organization's member status, consult the ATIA Member Directory (<https://www.atia.org/about-atia/membership-directory/>).
If you are unsure if the organization is exhibiting, consult the ATIA 2019 Exhibitor List (<http://s3.goeshow.com/atia/orlando/2019/exhibitor_list.cfm>).

* Yes, Exhibitor
* Yes, Member
* Yes, Both
* No, Neither

**Presentation History [REQUIRED]**

* This is a first-time presentation
* This presentation was delivered before at:

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| Additional Requests and/or Presentation Options |
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 **Audio Visual [REQUIRED]**

The Standard A/V Package includes a HDMI/VGA projector, screen, 1 wired microphone, laptop audio and wireless internet. **All speakers must provide their own laptops.**

Additional requests (i.e. extra microphones, switchboxes, etc.) may incur extra fees, which will be the responsibility of the speaker.  Please contact education@atia.org by November 9, 2018 with any requests.

* I need additional A/V equipment and will contact ATIA to arrange
* The Standard A/V Package is fine

**Room Setup [REQUIRED]**

The basic room setup includes a head table and theater style seating. (Bring Your Own Technology sessions are classroom seating)

Additional requests may incur extra fees, which will be the responsibility of the speaker. Please contact education@atia.org by November 9, 2018 with any requests.

* I have additional room accommodations and will contact ATIA to arrange.
* The Basic Room Setup is fine.

**I give ATIA permission to post my abstract and related materials on the ATIA website, printed pieces, and/or mobile app. [REQUIRED]**

* Yes
* No

**Are you willing to present this session as an ATIA Webinar outside of ATIA 2019? [REQUIRED]**

* Yes
* No

**ATIA may record selected sessions at ATIA 2019 to include in the ATIA Webinar program. If my session is selected, I give permission for my session to be recorded and give ATIA full rights to the recording. [REQUIRED]**

* Yes
* No

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| Co-Speakers (if applicable) |
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**Co-Speakers:** If your presentation includes a co-speaker, you must submit all information for those speakers. To add a speaker, please follow the instructions below:

* **Please ensure that all co-speakers have up-to-date information to ensure communications are not delayed.**
* The system allows you to add 4 co-speakers, in addition to your primary speaker. If you anticipate more than 4 co-speakers, email education@atia.org.

**If your presentation includes a co-speaker or panel, you must submit the following information for those presenters.**

* Prefix (optional):
* First Name:
* Last Name:
* Degree (optional):
* Title (optional):
* Email:
* Work Phone:
* Secondary Phone (optional):
* Alternate Contact Email (If using an .EDU email, please provide an alternate address due to security restrictions):
* Company Name :
* Address :
* City:
* State:
* Postal Code:
* Country :
* Twitter Handle (optional):

**Please indicate if this speaker requires special accommodations? [REQUIRED]**

* No
* Yes and will contact education@atia.org with details.

**Speaker Bio [REQUIRED]**

(A description of your professional background, education and information on your previous speaking experience. Please limit to 300 words.)

**Speaker Photo**

This headshot will be featured in your speaker profile in the mobile app.