PROPOSAL

- Write your proposal to reflect your intended audience.
- Proofread your submission.
- Avoid sloppy formatting.
- Adhere to standard grammatical conventions.
- Write in third person format, avoiding the use of "I", "you" and "we."
- Do not include presenter name(s) or institution(s) in the body of the proposal.
- Note that we will post accepted proposals in the Online Program Schedule and in the Conference Mobile App as submitted; however, ASCD reserves the right to edit titles and descriptions for length and clarity when necessary.
- Session proposals that are deemed to be primarily advertisements of commercial products and services will not be considered.

SESSION DESIGN

- Because of capacity limitations, all presenters should assume their session room will be set in theater-style (rows of chairs, with no tables).
- Audience engagement should be integrated into all session types.
- All session rooms are provided with standard A/V equipment consisting of the following:
  - Projector
  - Screen
  - Head table
  - One microphone
- Any additional tools needed for the presentation will be at the expense of the presenter. ASCD is unable to provide lecterns, additional tables, Post-it notes, index cards, or paper handouts.

DIVERSITY & INCLUSION

ASCD strives to create a diverse and inclusive culture throughout the conference experience. ASCD requires the following of all conference presenters:

- Use inclusive and respectful language in session descriptions and presentations.
- Ensure diversity and representative points of view among co-presenters and throughout session content.
- Use accessible presentation tools and visuals that adhere to the Americans with Disabilities Act.

Resources:

- 10 Steps for Designing and Facilitating Inclusive Convention Programs (www.myacpa.org/sites/default/files/10-Steps-for-Designing-and-Facilitating-Inclusive-Convention-Programs.pdf)
- Create Accessible Digital Products. (www.section508.gov/create)
- Make Your PowerPoint Presentations Accessible to People with Disabilities (support.office.com/en-us/article/make-your-powerpoint-presentations-accessible-to-people-with-disabilities-6f7772b2-2f33-4bd2-8ca7-dae3b2b3ef25)

FEES & EXPENSES
• All presenters at the ASCD 2020 Conference on Educational Leadership will receive a complimentary registration.
• Presenters are responsible for all conference-related expenses, including travel, hotel accommodations, and meals.
• Presenters receive no compensation for presenting at the ASCD 2020 Conference on Educational Leadership.

**SUBMISSION FORM**

You will need to provide the following information when completing the submission form online:

**Primary Presenter (Include this information for each co-presenter.)**

• First name:
• Last name:
• E-mail address:
• Full mailing address:
• Affiliation/Company/Organization:
• Professional Title:
• ASCD member number (if applicable):
• Are you an ASCD author? Yes/No
• Are you an ASCD Emerging Leader? Yes/No
• Are you an ASCD Faculty Member? Yes/No
• Brief bio

**Session Title** *(150 characters maximum)*

*Please follow standard title conventions and capitalize each word (other than 2- and 3-letter pronouns and articles)*

**Description** *(250 words maximum)*

*Compose your description as if it is the introductory paragraph of a longer piece of writing. The most successful session descriptions incorporate a hook, topic sentence, supporting statements, and two or three measurable learning outcomes for participants.*
ASCD 2020 Conference on Educational Leadership
Proposal Submission Information
October 23 – 25, 2020
Dallas, Texas

Topics: Please choose all topics that pertain to your session. If none of the topics suit your submission, please choose the nearest applicable topic.

- Arts
- Assessment and Grading
- Behavioral Interventions
- Career & College Readiness
- Classroom Management
- Collaboration & Communication
- Cultural Competency
- Curriculum Design and Lesson Planning
- Educational Technology & Tools
- English Language Learners
- Equity
- Exceptional Learners & Inclusion
- Family & Community Engagement
- Global Education & Perspectives
- Instructional Leadership & Coaching
- Instructional Strategies
- Personal & Professional Development
- School and District Leadership
- School Culture and Climate
- School Improvement & Reform
- SEL & Emotional Wellbeing
- STEAM & STEM Education
- Struggling Students
- Student Engagement and Motivation
- Teacher Effectiveness & Evaluation
- Trauma / Stress / ACEs
- Whole Child

Whole Child Tenet (select one):

- Healthy
- Safe
- Engaged
- Supported
- Challenged