**2019 Online Teaching Conference**

**Call for Proposal Questions:**

**(The following questions are intended as a preview to the online submission process. We recommend you have the answers to the proposal questions filled out in advance so that you can easily cut and paste during the online submission process. All proposals must be submitted electronically via the link on our call for proposals page.)**

**If my proposal is accepted, I understand that presentation information, images, video and materials may be used for conference promotional efforts through conference marketing channels including (but not limited to) the registration website, conference web portal, social media and print materials.  You must agree in order to have your session considered.**

 Agree

**Contact Information** –

First Name:

Last Name:

Primary Phone:

Email:

Professional Title:

Role on Campus:

College/Institution:

Address:

**My contact information can be shared with the conference sponsors:**  Yes or No

**Please indicate your primary role on campus**:

Faculty

Staff

DE Coordinator/Administrator

Other (Please specify)

**Short Bio: (100 words or less)**

**Session Title: (please provide a brief title clearly stating the nature of your session in 10 words or less)**

**Session Description: (500 words or less) – This information will be used to evaluate your proposed session.**

**Participants appreciate being actively involved in sessions. If applicable, please describe how you plan to engage your audience. This may involve using an app to promote collaboration (a Google Doc, Twitter, Padlet), polling your audience (PollEverywhere, Nearpod), designing a small group activity/discussion, etc. (optional)**

**Presentation Outcomes - List up to 3 outcomes that the participants will gain by attending your session by completing the following statement: “At the end of this session, participants will be able to…”:**

1)

2)

3)

3)

**My presentation is primarily intended for:   
(please choose only one)**

Novice

Experienced

**Which one of these tracks does your proposal best fit under?**

Effective Online Teaching Practices

Equity in Online Teaching and Learning

Support and Resources for your Online Students

Support and Resources for Online Faculty and Staff

Technology Innovation

Leadership and Administration

**Please select the second best track that your proposal fits under:   
(optional)**

Effective Online Teaching Practices

Equity in Online Teaching and Learning

Support and Resources for your Online Students

Support and Resources for Online Faculty and Staff

Technology Innovation

Leadership and Administration

**What format do you propose for your presentation?**

Presentation *(one presenter)*

Panel Presentation with Co-presenters *(presenter tables will be set up with a maximum of four chairs)*

Hands-on Demonstration *(laptop, tablet, or mobile device is required for attendees)*

Other (please specify)

**Does your session feature software that requires additional purchase by attendees?** Yes or No

If Yes, please explain

**Presentation meeting rooms will have the following set-up (please note, use of personal laptops will not be permitted):  Laptop Computer (Windows 7, Office 2013), Podium with mic, Projector and screen, Presenter Table (next to podium), WiFi Internet Access, Computer Connections: USB 2.0 (Qty 1), USB 3.0 (Qty 2).  If your proposal is selected and you will require something additional, please specify here:**

**If my proposal is accepted, I allow my session to be considered for recording at OTC’19. Presentation may not contain copyrighted material. (If selected for recording, session will be available for viewing post conference on OTC Website Archives):**

Yes

No

**Should your OTC travel schedule permit, and your originally scheduled session is highly attended, would you be willing to do an encore of your session at OTC’19? (Please note, we would contact you and coordinate on-site on an as needed basis during OTC’19):**

Yes

No

**Do you have a co-presenter?   
(Max. of 4 presenters allowed per session)**

If Yes, proceed to enter Co-Presenter/s Information

If No, proceed to end of survey and submit