

# Instructions for submitting an Online Proposal for the 38<sup>th</sup> Nebraska State Reading Conference

[www.nereads.org](http://www.nereads.org)

## **Please read the following carefully:**

1. **Once you start the process of completing a proposal you must finish it during that setting.** You cannot save your information and return later to the proposal. Plan accordingly to have enough time to complete the proposal in one setting.
2. It may be helpful to **compose your information for the proposal in a Word document** and then **copy and paste it into the online proposal.**
3. **Be sure to have all of the information needed for the proposal.** (See below an outline of information needed.) There are required fields that must be completed before submitting your proposal.
4. The proposal must be submitted by **September 28, 2010.**
5. You may choose to submit more than one proposal.
6. **For questions contact – [julie.kozisek@doane.edu](mailto:julie.kozisek@doane.edu) - include NSRA Conference** in the subject line.
7. There are **three types of session formats** to choose from:
  - 60 minute session
  - 90 minute interactive workshop
  - Hot Topic Symposium – Motivating Students to Read – 20 minute repeating sessions – an opportunity to share a strategy for motivating students
8. **Possible conference topics to consider include:**
  - **Strategies for Reading Instruction**
    - comprehension,
    - vocabulary, fluency, phonics
    - nonfiction literature
    - emergent literacy
    - management strategies (Daily 5, centers, etc.)
  - **Strategies for Writing Instruction**
  - **Motivating Students to Read – Hot Topics Symposium – 20 minute repeating sessions**
  - **Others:**
    - Diverse learners – ELL, Gifted
    - Parents as Partners
    - RTI
    - Instructional leadership/Coaching
    - Technology
    - Assessment
    - Differentiation of Instruction
9. **Watch for a confirmation email in the next few days** after you have submitted the proposal. A copy of your proposal will be included in the email.

**Proposal Outline – Note many areas are required and you cannot go on until they are completed:**

- Last name
- First Name
- Middle initial
- Position/title
- Institutional affiliation
- Street Address
- City
- State
- Zip
- Home phone
- Work phone
- Email address
- Are you a member of NSRA?
- Are you a member of IRA?
- Additional presenters – last name, first name
- Additional presenters – email address
- Type of presentation – session, workshop, hot topics symposium
- Preference on date and time – you can indicate if you want Friday AM, Friday PM or Saturday AM or you can indicate no preference at all
- Are you willing to present twice?
- Title of presentation
- Program description – 30 words or less for the program booklet
- Abstract – Objectives of the program – 100 words or less
- Abstract – Content to be presented – 250 words or less
- Abstract – Methods of presenting content – 100 words or less
- Conference topics – you must identify the topic(s) that best represent your presentation
- Identify the intended audience – early childhood, elementary, middle/junior high, secondary
- Audiovisual equipment needed – identify any equipment needed
- Statements of intent – you must answer two questions:
  - My co-presenter(s) and I agree to register for the conference and pay registration fees.
  - If this proposal is accepted, I agree to inform each of my co-presenters of the proposal acceptance, and the date and time of the presentation.
- On the last page it will ask you to submit. Before submitting you can go back and review prior pages but once you submit you cannot revise the information.