



Call For Proposal Submission Guide

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**National Council for
Geographic Education**

2022 Annual Conference

October 14 - 16, 2022

Minneapolis, MN

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National Council for Geographic Education

Our Passion

- NCGE promotes the greater sharing of ideas, information, best practices, and innovative processes.
- We are committed to ensuring that all students graduate with the knowledge, perspectives, and skills to make informed decisions as they go through life.
- We strive to support all educators in their desire to create engaging, authentic, inquiry-based learning experiences for students at all levels.



Seeking Proposals

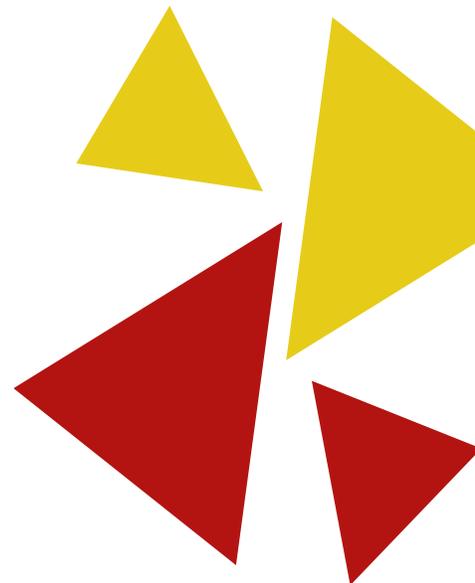
The National Council for Geographic Education invites you to submit a proposal to present at our 2022 Annual Conference.

This gathering of K-12 geography teachers, college and university faculty members, curriculum designers and specialists, international educators, and geography discipline leaders offers the opportunity to:

- **Connect** with geography teachers, professionals, and colleagues
- Attend over 100+ sessions to increase professional **learning**
- Get the latest in geography education and **share** with colleagues

A Great Proposal Should

- ▶ Understand the Audience
- ▶ Have a specific Session Type
- ▶ Have a Topic Focus
- ▶ Have a Target Audience
- ▶ Be Adaptable to a Virtual Environment



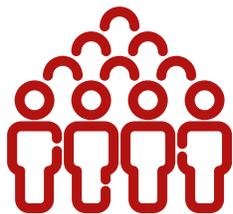
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Your Audience



COMMON ATTENDEE JOB ROLE



- Classroom Teacher
- Instructional Coach
- School/District Supervisor
- State Education Department Supervisor/Director
- Education Consultant
Publisher/Writer/Developer
- Principal/Assistant Principal
- Preservice/Graduate
- Student Teacher
- Preparation Faculty

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SESSION TYPE

Your session type should align with your objectives, session strategies, etc. This will help show that you have aligned all elements of your proposal

PRESENTATION:

A 60-minute traditional session.

PANEL:

A 60-minute session that includes a moderator and at least two panelists.

POWER SESSION:

A 30-minute short presentation on a topic, resource, or tool.

WORKSHOP:

A 2-hour in-depth learning and exploration session.



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Choose Primary Focus

When choosing your primary focus, consider the three main ideas you are trying to share.



Choose A Target Audience

Be sure to select the target audience that most closely matches with your proposed session.

- Elementary
- Middle School
- High School
- College/University
- Pre-service

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Session Format

- Listen and Learn: This is a more traditional session category. These sessions are predominantly one-way communication and do not involve a lot of audience participation.
- Participate and Share: This format should include the presentation of new information but also involve participants in some way.
- Engage and Connect: This format is specifically designed to help conference attendees engage with each other.



Abstract



The description should be directed toward attendees and what they will learn by attending this session. Start with the "action," such as explore, discover, receive.



Keep in mind that the abstract information is how attendees will learn about what your session has to offer.

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All presentations are required to have at least one attendee take-away (physical handouts and/or digitally accessible).

Objectives:

Clearly state what you hope to accomplish through this presentation. List a maximum of four goals you wish to accomplish. These should include action words.

Content:

Describe in detail what participants will learn. What new skills, methods, content, lesson ideas, or applications of technology will they come away with?

Consider the session type you have chosen. Can you fully share all of the content within this timeframe?

Strategies:

What do you plan to do in your presentation and why? Communicate your intent and the value of what you are proposing.

Adaptable:

Is it possible to adapt this presentation to a virtual environment if necessary?

Are you able to repeat your session as a future webinar?

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How do I submit my Proposal

All proposals must be submitted digitally via our online submission form at <https://ncge.org/connecting-educators/annual-conference/proposal-submission/>

Do I have to be an NCGE Member to present?

Yes. All presenters must be an NCGE member in good standing. Information on how to become a member can be found at <https://ncge.org/connecting-educators/membership/>

Is there a fee to submit a Proposal?

No. However, if your proposal is accepted you must register to attend the conference. NCGE does not reimburse presenters for travel, registration, hotel, or presentation materials.

Can I submit more than one Proposal?

Yes. You may submit up to two proposals. However, you will be required to submit a new form for each proposal.

Is there a deadline to submit a proposal?

Yes. Submission Deadline is 11:59 p.m. (EST) April 30, 2022



Frequently Asked Questions

Didn't find the answer you were looking for?

Contact us:
conference@ncge.org

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