



**2015 Indiana Summit on Out-of-School Learning:
Request for Presentation Proposals**

Presented by:
Indiana Afterschool Network
Indiana Department of Education
April 13 - 14, 2015

Location JW Marriott, Downtown Indianapolis

Submission Deadline for this Form: February 6, 2015

Instructions: In order to assist you with writing your proposal, we wanted to share the rubric that the Summit committee will be using to assess your request—see page 5.

NOTE: Presentation time = 75 minutes

Primary Facilitator and Contact			
Salutation (Dr., Mr. Mrs., Ms.)	First Name	MI	Last Name
Title			
City			
State			
Phone			
Email			
Bio (less than 100 words)			

NOTE: If you have been asked to be a part of a PANEL, you will need to add all of the panelist names and email information on one of the following pages.

IMPORTANT: If your proposal is accepted, it will be the responsibility of the PRIMARY Presenter and Contact Person to notify and organize each of the panelists.

I. Organization	
II. Session Title	
III. Audience Applicability A. We PREFER you select ONE. <i>The audience that will directly benefit from this presentation is...</i> <i>If you check both – please explain why!</i> B. Select ALL that apply. <i>The staff who will benefit the most from this session serve youth in ...</i>	A. <input type="checkbox"/> Leading and Engaging Youth <input type="checkbox"/> Leading and Engaging a Team or Organization If you checked both, please explain why! B. <input type="checkbox"/> Early Childhood/Pre-K <input type="checkbox"/> Elementary School/K-5 <input type="checkbox"/> Middle School/6th – 8th <input type="checkbox"/> High School/9 th – 12th <input type="checkbox"/> Appropriate for any age
IV. Program Description <i>Please write a brief (150 words or less) description that you would like to see in the 2015 Summit Program Booklet—this is your chance to market your session! Be creative!</i>	C.
IV. Session Overview D. Content Level <i>Define the level of content. This will provide conference staff with the information to balance sessions based on need. *If you think your session meets ALL, please check Intermediate.</i> E. Session Objectives	D. <input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced E. Define the objectives and purpose of this session.

<p>VII. Innovating, Interesting and Engaging</p> <p><i>Takeaways must be provided in hard copy—electronic copies are optional</i></p>	<p>J. Check ALL takeaways that participants will take with them at the completion of your session.</p> <p><input type="checkbox"/> Lesson Plans</p> <p><input type="checkbox"/> Templates and/or Graphic organizers</p> <p><input type="checkbox"/> Student Activities</p> <p><input type="checkbox"/> Informational materials (brochures, flyers, booklets etc.)</p> <p><input type="checkbox"/> Resource List</p>
<p>VIII. Audio/Visual Needs. Select all that apply.</p>	<p>K. Please select equipment you will need for your workshop:</p> <p><input type="checkbox"/> Flip charts/markers</p> <p><input type="checkbox"/> LCD projector and screen</p> <p>Other : (needed)</p> <p>**Please note: We are unable to provide laptops so please bring your own. If you have a Mac computer—do not forget to bring your adapter—they will not be available!</p>
<p>IX. Are you willing to facilitate more than once?*</p>	<p>L.</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
<p>X. References</p>	<p>M. Please list settings/events/conferences where you have previously presented this material.</p>

**PANELS ONLY! Please only complete if you have been asked by IN Afterschool Network to present in a panel format.
Thanks!**

Panelist #1:	Email:
Panelist #2:	Email:
Panelist #3:	Email:
Panelist #4:	Email:
Panelist #5:	Email:
Panelist #6:	Email:

Additional Facilitator Contact Information (Presenter 2)

Salutation (Dr., Mr. Mrs., Ms.)	First Name	MI	Last Name
Title			
Organization			
City			
State			
Email			
Bio (less than 100 words)			

2015 Indiana Summit on Out-of-School Learning: Request of Presenter Rubric

Category	4 Excellent	3 Satisfactory	2 Fair	1 Poor
<p>IV. Session Overview: Clarity, Purpose and Organization of Proposal</p>	<p>The topic is cutting-edge, immediately relevant, or highly significant to the field. It is definitely a session worth attending.</p> <p>The session objective and outcomes are clear. It contains specifics that make the reader want to learn more.</p> <p>The session is clearly organized and details activities and materials to be used.</p>	<p>The topic may not be current or groundbreaking, but it is relevant to the field and audience. It may be a session worth attending.</p> <p>The session objective and outcomes are clear and descriptive</p> <p>The session is organized and includes activities and materials to be used.</p>	<p>The topic is not current or important to the audience. It is probably not a session worth attending.</p> <p>The session objective and outcomes are too general or broad to be achievable, or too narrow to be useful.</p> <p>The session is unclear and provides little information about activities/materials.</p>	<p>The topic is not current, it lacks importance or is not appropriate to the field and/or audience. It is not a session worth attending.</p> <p>The session objective or participant outcomes are not stated or implied, or are not clear.</p> <p>The session is unclear and does not specify activities, materials to be used.</p>
<p>V. Relevance to the Afterschool Standards and Best Practices in the Field of Afterschool</p>	<p>The session provides insightful critical perspectives on afterschool.</p> <p>The session clearly imagines possibilities for afterschool and clearly connects to the IN Afterschool Standards.</p>	<p>The session provides some perspectives on the afterschool field.</p> <p>The session loosely provides best practices for afterschool and loosely connects to the IN Afterschool Standards.</p>	<p>The session provides little or no new perspectives for the afterschool field.</p> <p>The session does not consider best practices and tries to connect to the IN Afterschool Standard but fails at the attempt.</p>	<p>The session does not provide any new perspectives for the afterschool field.</p> <p>The session does not consider best practices and does not connect to the IN Afterschool Standards.</p>
<p>VI. Motivated by Theory, Practice and/or Research</p>	<p>The session refers specifically to relevant theory, practice or research in the afterschool environment. It is thorough and directly relates to presentation content.</p> <p>The session mentions specific instructional practices and applications that are relevant to the context, innovative and immediately useful.</p>	<p>The session refers to some extent to theory, practice and/or research in the afterschool environment. It is relevant to the presentation content.</p> <p>The session mentions instructional practices and/or applications in the field that are relevant to the context, but may not be innovative or immediately useful.</p>	<p>The session refers to theory, practice or research in the afterschool environment, but it is not specific or doesn't relate to the content of the presentation.</p> <p>The session mentions instructional practices or applications that are irrelevant and/or over-used.</p>	<p>The session is unclear how it is connected to theory, practice or research in the afterschool environment.</p> <p>The session makes little or no mention of instructional practices or application.</p>
<p>VII. Interesting, Innovative and Engaging</p>	<p>The session activities are varied, creative and highly interactive. Multiple learning styles are addressed.</p> <p>The topic and content is fun and interesting- a new twist is provided.</p> <p>Participants will leave with many inspiring new ideas or perspectives for their practice- i.e.: concrete strategies, resource lists, or ideas for projects/next steps.</p>	<p>The session activities are varied and interactive. Multiple learning styles are somewhat addressed.</p> <p>The topic and content seems interesting and engaging.</p> <p>Participants will leave with some inspiring new ideas or perspectives for their practice- i.e.: concrete strategies, resource lists, or ideas for projects/next steps.</p>	<p>The session activities lack variation, creativity and are minimally interactive. Multiple learning styles are minimally addressed</p> <p>The topic is mildly interesting and the content is commonplace.</p> <p>Participants will leave with few new ideas or perspectives for their practice.</p>	<p>The session is not interactive and is mainly a lecture with little or no activities. Multiple learning styles are not addressed.</p> <p>The topic and content are not interesting or engaging.</p> <p>Participants will leave with little or no new ideas or perspectives for their practice.</p>

Please Note:

- All workshops are noncommercial and not promotional opportunities. Presenter(s) will not solicit any business or promote business during the workshop session. Please note that attendees will be asked for feedback on this matter on the individual workshop session evaluations.
- Travel, lodging, materials, and other conference related costs will be covered by the facilitator(s).

I/We agree that by submitting a proposal for presentation at the 2015 Indiana Summit on Out-of-School Learning, each person complies with the facilitator guidelines stated herein.

Yes No

Type Facilitator Names (First and Last)

Email Completed Form to by no later than February 6:

Chelsie Sharp, 21st Century Specialist
csharp@indianaafterschool.org

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