SIETAR-USA 16th Annual Conference, Tulsa, Oklahoma, USA, November 9-12, 2016

Intercultural Stories of
DISCONNECTION
Insights into the
Polarization of People and Places

SIETARUSA
Society for Intercultural Education
Training and Research

Conference Proposal Submission Guidelines

The online proposal submission system will not allow you to save an incomplete proposal. Please reference this guide for step-by-step instructions and screenshots of the information you will be required to provide in order to submit your conference proposal smoothly.

Submission Components

Presenter(s) Information

- Full Name*
- Title*
- Organization*
- Phone Number (only required for lead presenter)
- Email address*
- Short Bio (150 words or less)*
- SIETAR USA member indication*

Required field for all presenters

Session Title

(15 words maximum)

Session Title:

Session titles should accurately reflect the content of the presentation to help participants effectively choose which sessions to attend. Keep your title short (15 words or less).

Examples:

Strategies for Developing Students' Global Competencies: An Interdisciplinary Course in Global Citizenship

Integrating Web-based Tools Into Your Cross Cultural Training

What are you? Exploring the Ambiguity and Complexity of Mixed Race and Biracial Identity

What is your proposed workshop title? (This will appear in the program for the conference.) *

Session Description

(350 words maximum)

Session Description:

The description provides an overview of the session and will be included in the conference program and website. Well-written descriptions raise interest about the session. Provide an engaging description with 350 words or less.

Guiding Questions:

Main points: What are the session's main points and how do those relate to the conference theme?
Objectives: What will participants learn? How will your presentation's design aide in this learning?
Interaction: What opportunities will the participants have to interact with each other and the presenter(s)?
Expertise: What are your credentials and or experiences that relate to your presentation?
Relevance: Why is this content important to interculturalists? Is a certain level of knowledge or experience required for your presentation?

Example:

Global leadership is the process of influencing the thinking, attitudes, and behaviors of a global community to work together synergistically toward a common vision and common goals (definition from Adler, 2001; Festing, 2001). This session addresses intercultural or global leadership development via a co-curricular passport program that can be used in both university and organizational settings. The research bases for the program will be shared, along with program development and assessment details, an online monitoring system, and lessons learned. Participants will create their own roadmap for personal development based on the passport stamps they may have already earned. We will discuss the benefits and challenges of a passport program and how it could be applied in the participants' workplace.

Summary Session Description (350 words max - this will appear in the conference program.) *

Session Format

Please determine the best session format and length for the proposal you are submitting from the following options:

Poster

Presenters show and tell the latest innovations such as research, theories, tools and methods to a small group of participants. This format allows participants to interact, offer feedback and even test a tool. The interactive poster session is intended for presentations ranging in all levels of skill and expertise. The length of the Poster Session is 20 minutes. Poster Sessions are repeated three times within 90 minute time slot. Please note: presenting a poster session gets you exposure to a large number of conference attendees. It also requires you to be able to give a short, informative presentation in a room where a number of other poster sessions are being presented.

Forum

A forum is a facilitated discussion with participants on a topic of importance and urgency. We encourage experienced facilitators to submit their proposals of a topic and a format in which they would lead the process. The length of the forum can vary from 75 to 90 minutes depending on a topic and format. Please note: forum is not a presentation nor is it a workshop.

TED Style Talk

Presenters have 20 minutes to engage, motivate, challenge, and educate their audience in a format of a storytelling, mini-lecture or mini-workshop. We encourage experienced professionals to challenge themselves by this short and highly energetic format. We invite newcomers to take this invigorating quick dive. Please note: program committee can ask a potential presenter to consider to do a TED Style Talk version of their presentation if appropriate.

Panel Discussions

A panel brings together the perspectives of three or more presenters into a discussion of best practices, current topics, and salient issues. These sessions are intended to engage audience members by thinking about the multiple perspectives presented and the impact on current and future intercultural professional practice. The length of the panel can vary from 75 to 90 minutes depending on a topic and number of presenters. Please note: program committee can ask a few potential presenters with similar proposal topics to combine their efforts in a panel.

Workshop

A workshop features a combination of presentation and interaction with the audience. It should have a well-defined structure and typically include handouts and visual aids. Within this format a simulation or set of exercises may be conducted to teach participants how these methods can be used in training and education. The length of the workshop can vary from 75 to 90 or 120 minutes depending on a nature of the learning experience being offered to participants. Please note: SIETAR USA conference workshop participants expect a deep level of learning and a high degree of experiential engagement.

Research

This formal, academic format consists of the presenter lecturing and discussing the results of a research project or academic study. This type of session often includes a question and answer period as well. The length of the research presentation is 60 minutes. Please note: researchers are encouraged to share copies of their paper with the audience.

Artistic Expression

Non-traditional presentations which place a primary emphasis on performance and may rely on music, visual arts, theater, film, or physical movement to deliver the intended messages. The performance aims to increases one's knowledge of a cultural concept or some other dimension of the intercultural experience. The length of the research presentation can vary from 60 to 75 to 90 minutes depending on a kind of offered experience. Please note: when submitting a proposal for artistic expression all (if any) special technical requirements need to be identified. They will be accommodated within limits if they do not require additional costs.

Track

Proposals need to be identified as best suited for one of the following tracks:

- Intercultural and Global Challenges
- Diversity and Inclusion
- World-2016: Our Roles, Our Responsibilities
- DIS: Working with Disadvantaged, Disillusioned, Displaced
- Professional Effectiveness and Resilience
- Transitions and Transformations
- New Horizons for Advanced Experience

Session Key Words

Key words are informative identifiers for your session. You will need to provide a minimum of three and a maximum of five key words.

Example: research, language acquisition, multilingualism

Session Logistics

You will be asked to submit information about your session modalities as well as technical needs. Please note that the conference program committee may ask you to reconsider your requirements based on the availability of equipment on-site in Tulsa.

- Planned Session Modalities (e.g., lecture 20%; small group activity 30%; video 10%; large group discussion 30%; Q&A 10%)
- Technical Requirements (LCD projectors, flip-charts, etc.)

Session Logistics:

Planned Session Modalities- How will you utlitize the time for your session? Example: lecture 20%; small group activity 30%; video 10%; large group discussion 30%; Q&A 10% *

Technical & A/V Needs - What equipment you will need, if any? Please note: program committee may ask you to reconsider alternatives to your request depending on availability of equipment. Make sure to request only what you will definitely use.