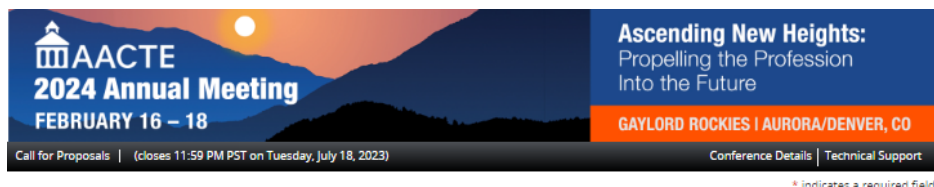


Step-by-step Guide for Submitting Your Proposal

AACTE is utilizing a new platform known as Cadmium Abstract Scorecard to collect proposal submissions for the 2024 Annual Meeting. Please reference the instructions below to successfully navigate the online portal. You may contact Al Davis at adavis@aacte.org should you require assistance.



Welcome to the AACTE Annual Meeting Proposal Submission Site

You will be using this portal to submit content proposals for the 2024 Annual Meeting. Please note key dates below regarding deadlines and notifications.

STATUS: CALL OPEN

The deadline to complete proposal submissions is 11:59 PM Pacific on Tuesday, July 18, 2023.

To begin, please click on Create Account on the left-hand side under "New Users" to set up an account using your Institution or Organization email address and follow the instructions accordingly. Once you have created an account, you will have the opportunity to create/access your proposals and make changes throughout the open period. Please bookmark this page for future reference.

Call Timeline

- May 23, 2023: Call for Proposals opens.
- July 7, 2023: Call for Reviewers closes.
- July 18, 2023: Call for Proposals closes; submissions locked.
- July 24 - September 22, 2023: Proposal review and selection period.
- September 25-29, 2024: Notifications emailed to submitters, RSVP requested.

Questions? Staff Liaison: Altovise Davis - adavis@aacte.org / (202) 478-4507

Log in Page

For all submissions, you must log into the Cadmium Abstract Scorecard module at

<https://www.abstractscorecard.com/cfp/submit/login.asp?EventKey=QNFPWQUI>



Please bookmark this page within your internet browser for easy access.

- All submitters **MUST** create a new user account to submit for this year's conference.
- Please create your account by clicking on "Create Account" under New Users.
- Please use your **Institution/Organization email address** when creating your account.
- If you forget your access key (password), please click on "Lost your access key?" under Already a User.
- A popup window will display for you to reset your access key by entering the **Institution/Organization email address** used to set up your account.

Step-by-step Guide for Submitting Your Proposal



ACCOUNT PROFILE

Create Account

Please complete the information below and then press the 'Create Account' button.
You will be the contact person for all information that you submit using this account.

* indicates a required field

Personal Details

Prefix

First Name *

Middle Initial

Last Name *

Suffix

Pronouns
☐ he/him/his
☐ she/her/hers
☐ they/them/theirs
☐ Self-describe:

Mailing Address

Address Line 1

Address Line 2

Address Line 3

City *

State *

Zip

Country

Contact Details

Office Phone

Mobile Phone

Fax

Email *

Helper/Staff Assistant (they will be copied on all proposal abstract emails)

Name

Telephone

Email

☐ Not Applicable

★ Professional Information

Position / Title *

Institution / Organization *

Department

Credentials *

☐ Not Applicable

Membership

Is your institution an AACTE member?

Membership Number

☐ Not Applicable

Access Key

Please type in an access key that you will use to access your submission information in the future.
The access key must be at least 8 characters long and contain a character from three of the following character sets: uppercase letter, lowercase letter, number, or non-alphanumeric character.

Create Access Key *

Access Key Strength

Re-type Access Key *

Create Account

Account Profile

To create an account, you will need to enter your contact information.



An * indicates a required field that you will need to complete.

- **Staff Assistant** will be copied on all proposal abstract emails generated within the system.
- Please use your **Institution/Organization email address** when creating your account.
- You may enter a Google, Yahoo, etc. account within the Secondary Email should you wish.
- If you forget your access key (password), please click on "Lost your access key?" under Already a User on the Login Page

Access Key:

Please type in an access key that you will use to access your submission information in the future.

The access key must be:

- At least 8 characters long
- Contain a character from three of the following character sets:
 - Uppercase letter,
 - Lowercase letter,
 - Number,
 - Or non-alphanumeric character

Step-by-step Guide for Submitting Your Proposal



PRIVACY NOTICE

Skip Form

Please carefully read the text below and then indicate your consent at the bottom of the page.



Summary

We are collecting your personal data on behalf of American Association of Colleges for Teacher Education to allow them to manage the submission, review, selection, and scheduling process for your submissions, awards, or grants through our platform. We may share your information with American Association of Colleges for Teacher Education's vendors related to registration, membership, and 3rd party analytics services.



Full Text (version 3691-20481-1998)

Print

Export

1. What we need

Our Personal Data Protection Policy governs the use and storage of your data. You can see our Privacy Policy at <https://www.cadmiumCD.com/cadmiumcd/privacy.asp>. The terms personal data and personally identified data are used interchangeably. American Association of Colleges for Teacher Education is a Controller of the personal data you (data subject) provide us. Cadmium is its Processor. The following types of personal data we collect from you on behalf of a Controller, may include, however are not limited to: Full name, telephone number, position, organization, credentials, membership, member number, login name, department, role, biography, and digital identity (photo).

2. Why we need it

We need your personal data in order to allow the Controller to manage the submission, review, scheduling or administration of your information through our software systems.

3. What we do with it

Your personal data is processed in Forest Hill, Maryland, located in the United States. Hosting and storage of your data takes place in the Rackspace Cloud, which has a global footprint and in our dedicated Rackspace Servers, which are located in the United States. As requested by American Association of Colleges for Teacher Education, we may share your information with American Association of Colleges for Teacher Education's vendors related to registration, membership, and 3rd party analytics services.

4. How long we keep it

According to our Data Retention Policy, we will keep your personal data for a period of 6 years from the last date we process your data on behalf of the Controller. After this period, your personal data will be irreversibly destroyed or anonymized. Any personal data held by us for marketing and service update notifications will be kept by us until such time that you notify us that you no longer wish to receive this information.

5. What are your rights?

Should you believe that any personal data we hold on you is incorrect or incomplete, you have the ability to request to see this information, rectify it or have it deleted, upon approval by the Controller. Please contact us through the data subject access request form found on our website at <https://cadmiumCD.com/mydata>.

In the event that you wish to complain about how we have handled your personal data, please contact our Data Protection Administrator at privacy@GoCadmium.com or in writing at

Cadmium
c/o Data Protection Administrator
19 Newport Drive, Ste. 101
Forest Hill, MD 21050

Our Data Protection Administrator will then look into your complaint and work with you to resolve the matter.



Consent

☐ I have reviewed the privacy notice above and consent to the processing of my data. I am aware and I was informed that I may withdraw my consent at any time by completing the DATA SUBJECT CONSENT WITHDRAWAL FORM at <https://cadmiumCD.com/mydata>.


Enter your e-signature

Please type your full name on the line above

Privacy Notice

Please carefully read the Privacy Notice and indicate your consent at the bottom of the page. You may print or export this content by clicking on the appropriate button on the page.

Step-by-step Guide for Submitting Your Proposal




AACTE
2024 Annual Meeting
FEBRUARY 16 – 18

Ascending New Heights:
Propelling the Profession
Into the Future

GAYLORD ROCKIES | AURORA/DENVER, CO

[Home](#) | [Log Out](#)


[Conference Details](#) | [Technical Support](#)



EVENT INFORMATION


AACTE 2024 Annual Meeting
February 16 – 18, 2024 (Friday – Sunday)
Gaylord Rockies
Denver/Aurora, Colorado
United States

[Contact the Event Organizer](#)



YOUR PROFILE


Altovise Davis
Institution / Organization: Am...
Logins: 0 [Log Out](#)
[View / Edit Your Profile](#)



SUBMIT FEEDBACK

We always welcome feedback, and we want to hear what you like and what can be improved.

[Feedback Form](#)



PROPOSAL ABSTRACTS (You have 0 complete proposal abstracts, 2 incomplete proposal abstracts, and 0 withdrawn proposal abstracts)

Please click on "Click here to begin a new proposal" to create a submission. A list of all proposals in your queue, including the status of each, is identified below. Additional resources are available at the bottom of the page to help you successfully submit your proposal(s).

[Click here to begin a new proposal abstract](#)

1

[Test](#)
Status: **INCOMPLETE** (Last Edited 05/15/2023, 12:05 PM)


[Preview Proposal Abstract 1](#)

2

[The Ups & Downs of Creating a Proposal: Exercising best practices in Today's Climate](#)
Status: **INCOMPLETE** (Last Edited 05/17/2023, 6:34 PM)

[Preview Proposal Abstract 2](#)

[Submission Guidelines \(PDF\)](#)
[Step-by-Step Guide to Submitting a Proposal](#)



CALL FOR PROPOSALS UPDATES

TIMELINE:

- May 23, 2023: Call for Proposals opens.
- July 7, 2023: [Call for Reviewers](#) closes.
- July 18, 2023: Call for Proposals closes; submissions locked.
- July 24 - September 22, 2023: Proposal review and selection period.
- September 25-29, 2024: Notifications emailed to submitters, RSVP requested.
- AACTE Annual Meeting webpage: [Click here](#)

61 days until submission site closes.

© 2023 Cadmium | Tel (410) 638-9239 | [Support@GoCadmium.com](#)

Please click on "Click here to begin a new proposal" to create a submission.

A list of all proposals in your queue, including the status of each, is identified below.

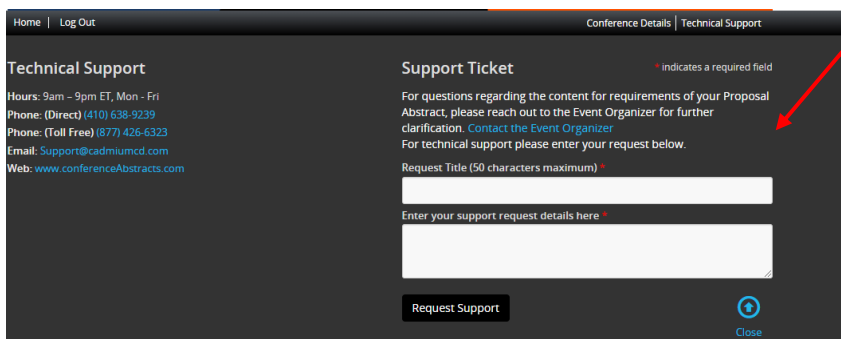
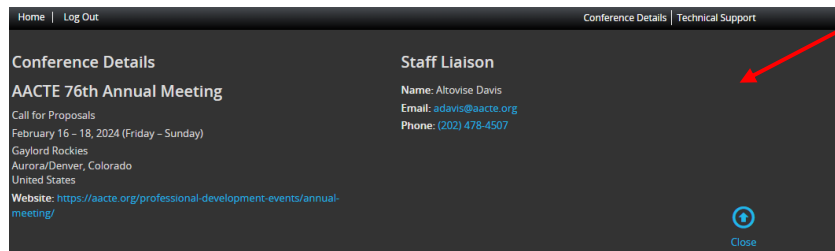
To edit a proposal: Click on the proposal title.

To review a proposal: Click on "Preview Proposal Abstract #".

Additional resources and updates will be posted in this area to help you successfully submit your proposal(s) and navigate the call for proposal

Countdown to when the submission site closes. **The deadline to complete proposal submissions is 11:59 PM Pacific on Tuesday, July 18, 2023.**

Step-by-step Guide for Submitting Your Proposal



For technical problems, please click on the Technical Support link to complete a Support Ticket or you may contact support by phone. A representative will be happy to assist you during the indicated hours of operation.



EVENT INFORMATION

[AACTE 76th Annual Meeting](#)
February 16 – 18, 2024 (Friday – Sunday)
Gaylord Rockies
Aurora/Denver, Colorado
United States

[Contact the Event Organizer](#)

Click this link to contact AACTE staff liaison.



YOUR PROFILE

Altovise Davis
Institution / Organization: Am...
Logins: 0 [Log Out](#)
[View / Edit Your Profile](#)

Click this link to view or update your contact information.



SUBMIT FEEDBACK

We always welcome feedback, and we want to hear what you like and what can be improved.
[Feedback Form](#)

Click this link to provide general feedback on your experience with the new platform.

Step-by-step Guide for Submitting Your Proposal



PROPOSAL ABSTRACT (You have 0 complete proposal abstracts, 1 incomplete proposal abstract, and 0 withdrawn proposal abstracts)

[Click here to begin a new proposal abstract](#)

[Test](#)

Status: **INCOMPLETE** (Last Edited 05/15/2023, 12:05 PM)

[Preview Proposal Abstract](#)

Proposal Abstract

What you need prior to entering the system:

- Your Name, Address, Phone Number, Position/Title, Company
- List of Co-Presenter Names, Emails, Positions, Organizations, Credentials (if applicable)
- Abstract Title
- Abstract
- Biography

Please review the abstract information and word counts for each field and read the submission guidelines available within the platform and on the AACTE Annual Meeting website page prior to submitting.



Remember to hit “Save” after completing each task.

Once you enter all information and correctly submit, you will receive a confirmation email that we received your submission.

Step-by-step Guide for Submitting Your Proposal

Home / New Proposal Abstract



START A NEW PROPOSAL

Submit

Proposal Title *

Titles should not be in all UPPER case or all LOWER case. Sentence case is preferred. The total length of the title should be no more than 15 words, not including spaces.

0 characters (200 max)
0 words (15 max)

Proposal Strand *

See full details about each strand type in the call for proposal guidelines.

-- Select Proposal Strand --

Proposal Strand Descriptions

Strand I: Innovation & Impact

Educators are no longer content providers; they are skills-based, student-centered, personalized learning experts. The skills and knowledge that our educators need to succeed in the 21st century are changing. Future educators need to be prepared to teach in a rapidly changing educational landscape impacted by demographic shifts, technological advancements, and a myriad of other factors, which requires innovative and impactful approaches to education, like GYO models and registered apprenticeships, and the integration of technology in educator preparation. The Innovation and Impact strand will feature proposals that address the latest practices, approaches, and advancements in the field, and answer questions that impact the future of teaching and learning.

Strand II: Leadership

Since the onset of the COVID-19 pandemic, leaders at all levels of education from elementary grades to higher education have had to implement new policies and procedures for online learning, technology integration, student engagement, and student and educator wellness, while navigating censorship efforts that infringe on educators' ability to teach. This strand will solicit proposals to explore leadership in the 21st century across the education landscape, including higher education and PK-12 leadership.

Strand III: Policy

Education policy impacts the day-to-day learning of students, and the experiences of families and educators. While education policy has been tied up in a political divide with the introduction of policies in some states to evoke fear, there have been positive legislative efforts at the state and federal levels to increase educator compensation, recruitment, retention, and diversity. The Policy strand will seek proposals that translate research into policy, provide information of relevant policies impacting the educator profession, and proposals that offer policy recommendations to current challenges in the field.

Strand IV: Research

The Research strand seeks high-quality, contemporary, and impactful proposals that advance teaching and learning, and how we design, develop, improve, and promote educator preparation programs. Proposals must be grounded in equity and may include diverse methodologies. Examples of submissions include conceptual papers, empirical studies, peer-reviewed scholarly papers, research briefs and research that increase the use of evidence-based practices.

Strand V: Diversity, Equity, and Inclusion

The K-12 student population has experienced significant demographic shifts in recent years which has led to an enrollment of majority students of color. This cultural shift requires more diverse educators to reflect the representation of the student population, and equity-minded practitioners who are committed to anti-racist teaching practices. This strand will seek proposals that demonstrate a commitment to preparing diverse and anti-racist educators, recruitment of educators in critical shortage areas, global perspectives in education, inclusive education, equitable engagement of families, and access to high-quality learning environments for all students.

Proposal Abstract

Proposal Title:

Titles should not be in all UPPER case or all LOWER case. Sentence case is preferred.

Max word count: 15 words

Proposal Strand:

Select which strand you wish your submission to be considered from the dropdown list. A complete description of the proposal strands can be found in the submission guidelines.

Step-by-step Guide for Submitting Your Proposal

Session Type *

Please indicate the session type you wish to present this submission. Upon acceptance, AACTE will make the final determination on the session type and communicate with speakers during the delivery and development period post-acceptance (see timeline on main page). A complete description of the proposal session types can be found in the submission guidelines.

-- Select Session Type --

Session Type Descriptions

Data to Action

These sessions are designed to release recent data in ways that encourage session participants to consider application in everyday settings. While new research and data can be exciting, they will be better remembered given the opportunity to process them interactively.

Scenario Planning

These sessions are designed to help participants consider and discuss a variety of actions that might take place. Importantly, participants need not land on "final answers" as a result, though that would certainly be a valuable exploration of possibilities given a potential or actual situation that provides the greatest value to participants.

Case Stories

Quality storytelling is paramount in these sessions, designed to illuminate real-world case studies that challenge current practices.

Roundtables

Roundtable discussions are conducted to present work in progress to colleagues and then discuss and refine in context. Generally, the work presented is at a stage at which the author(s) would benefit from feedback at an early level of development.

Scholarly Papers

Accepted individual paper proposals will be grouped with like proposals by the Committee on Meetings and Sessions around a common theme.

Proposal Abstract


Session Type:

Select which session type you wish your submission to be considered from the dropdown list. AACTE will make the final determination on the session type and communicate with speakers during the delivery and development period post-acceptance (see timeline on main page). A complete description of the proposal session types can be found in the submission guidelines.

Step-by-step Guide for Submitting Your Proposal

Proposal Abstract Title: The Ups & Downs of Creating a Proposal: Exercising best practices in Today's Climate

Home / Proposal Abstract / Task List for 'The Ups & Downs of Creating a Proposal: Exercising best pra...

 TASK LIST

Save Submission

Please click on each task below to enter the requested information.

Once completed, the task will then appear with a large green check mark.

After you have completed all of the tasks below, select "Save Submission".

[The Ups & Downs of Creating a Proposal: Exercising best practices in Today's Climate](#)


Proposal Abstract ID: 1545305


Proposal Strand: Strand V: Diversity, Equity, and Inclusion


Session Type: Roundtables


Proposal Abstract Status: Active


New proposal abstract was successfully added.

 1. Section I. General Contact Information

 2. Section II. Abstract Information
This section will guide you through information required to complete your proposal abstract.

 3. Section III. Content Learning Objectives
Provide 3 learning objectives that are clear, measurable, and achievable.

 4. Section IV. Aligning with AACTE Strategic Priorities and Core Values
Please answer the following questions as it relates to your proposal submission.

 5. Section V. Participation Policy Acknowledgement

Proposal Abstract

Task List:

Each task will walk you through the information required to successfully complete your proposal. Please click on each task to enter the requested information. Once a task is completed, the task will have a large green check mark next to it.

- Section I. General Contact Information
- Section II. Abstract Information
- Section III. Content Learning Objectives
- Section IV. Aligning with AACTE Strategic Priorities and Core Values
- Section V. Participation Policy Acknowledgement

Remember to SAVE YOUR WORK.

You may return to this page at any time to make updates until the call closes.

Step-by-step Guide for Submitting Your Proposal



PROPOSAL ABSTRACT SUMMARY

Submit

[The Ups & Downs of Creating a Proposal: Exercising best practices in Today's Climate](#)

Proposal Abstract ID: 1545305

Proposal Strand: Strand V: Diversity, Equity, and Inclusion

Session Type: Roundtables

Proposal Abstract Status: Active

You have not yet completed all the required tasks for this proposal abstract.
Once you complete them, you will be able to officially submit this proposal abstract.



1. Section I. General Contact Information

Incomplete



2. Section II. Abstract Information

Incomplete



3. Section III. Content Learning Objectives

Incomplete



4. Section IV. Aligning with AACTE Strategic Priorities and Core Values

Incomplete



5. Section V. Participation Policy Acknowledgement

Incomplete

[Click here for a preview of your proposal abstract.](#)

You will see a red “X” and the text “Incomplete” to sections that have not been completed successfully.

Step-by-step Guide for Submitting Your Proposal



EDIT SECTION I. GENERAL CONTACT INFORMATION TASK FO...

Save Authors

Please create the list of authors for this submission.

To add an author:

- Type the author's first name, last name, and Institution email address. Should you wish to use a gmail, yahoo or other personal email address, please enter it in the "Secondary email" field.
- Click 'Add Author.'

To complete an author's profile:

- Click on the 'Edit Author' button to complete the profile.
- A **green check mark** indicates a complete profile.
- Once the profile is complete, click 'Save Authors' to complete the task.

Please create the list of authors for this submission.

To add an author:

- Type the author's first name, last name, and **Institution email address**. Should you wish to use a gmail, yahoo or other personal email address, please enter it in the "Secondary email" field.
- Click 'Add Author.'

To complete an author's profile:

- Click on the 'Edit Author' button to complete the profile.
- A **green check mark** indicates a complete profile.
- Once the profile is complete, click 'Save Authors' to complete the task.

* indicates a required field

Add New Author

First Name *	Last Name *	Email *	Role *
<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Select Role --

Add Author

Author List

You must add at least 1 author and no more than 6.
You must add at least 1 speaker and main contact.

1

Altovise Davis

Quality Analyst, American Association of Colleges for Teacher Education

Profile incomplete

Role: Speaker and Main Contact

Edit Altovise Davis's Profile

Remove Altovise Davis

Save Authors

You will enter everyone on your proposal and assign them a role:

- Speaker and Main Contact
- Main Contact Only
- Speaker
- Student Speaker
- Moderator Only
- Author (not presenting)
- Collaborator/Contributor
- Submitter Only
- Staff Admin

- Click on "Add Author" to save to the Author List.
- Click on the individual name to edit their profile.
(You may also invite the individual to edit their own profile)
- Click on "Save Authors".

Author List

You must add at least 1 author and no more than 6.
You must add at least 1 speaker and main contact.

1

Altovise Davis

Project manager, American Association of Colleges for Teacher Education

Profile completed

Role: Speaker and Main Contact

Edit Altovise Davis's Profile

Remove Altovise Davis

Step-by-step Guide for Submitting Your Proposal



AUTHOR PROFILE

Continue

Please complete as much of the information as you can and then press the 'Continue' button.

Personal Details

Prefix

First Name *

Middle Initial

Last Name *

Suffix

Pronouns

- ☐ he/him/his
- ☐ she/her/hers
- ☐ they/them/theirs
- ☐ Self-describe:

Contact Details

Office Phone

Mobile Phone

Fax

Email Address *

Mailing Address

Address Line 1

Address Line 2

Address Line 3

City *

State *

Zip

Country

Step-by-step Guide for Submitting Your Proposal

Assistant

To be copied on all submission emails

☐ Not Applicable

Name

Telephone

Email

Professional Information (Please enter information as you wish it to appear on conference materials.)

Position / Title (max character 100) *

Project manager

Department

Institution / Organization *

American Association of Colleges for Teacher Education

Credentials *

n/a

☒ Not Applicable

Role *

Please indicate individual participating role below.

Speaker and Main Contact



Biography *

Please type or paste text of no more than a few paragraphs in length.

bio bio bio

Have you presented this content at other educational conferences within the last 2 years? *

Yes



If yes, where? *

here

AACTE Membership

Please indicate if your institution/organization is an AACTE member.

No



Continue

Step-by-step Guide for Submitting Your Proposal



EDIT SECTION I. GENERAL CONTACT INFORMATION TASK FO...

Save Authors

Please create the list of authors for this submission.

To add an author:

- Type the author's first name, last name, and Institution email address. Should you wish to use a gmail, yahoo or other personal email address, please enter it in the "Secondary email" field .
- Click 'Add Author.'

To complete an author's profile:

- Click on the 'Edit Author' button to complete the profile.
- A **green check mark** indicates a complete profile.
- Once the profile is complete, click 'Save Authors' to complete the task.

* Indicates a required field

You have typed in an email address for someone who already has a profile. They have been added to this submission. You can click their name to edit their details, or click 'Invite Author' button to invite them to fill out their profile for this submission.

Add New Author

First Name *	Last Name *	Email *	Role *
<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Select Role --

Add Author

Author List

You must add at least 1 author and no more than 6.
You must add at least 1 speaker and main contact.

1	Altovise Davis Project manager, American Association of Colleges for Teacher Education Profile completed ✓ Role: Speaker and Main Contact Edit Altovise Davis's Profile Remove Altovise Davis	<div>↑</div> <div>↓</div>
2	Lisa Leslie Title ABE, ABC University Profile completed ✓ Role: Student Speaker Edit Lisa Leslie's Profile Invite Lisa Leslie Remove Lisa Leslie	<div>↑</div> <div>↓</div>

Save Authors

You will see "Profile completed (checkmark)" under each Author's name if you have entered all necessary information.

Step-by-step Guide for Submitting Your Proposal

You have typed in an email address for someone who already has a profile. They have been added to this submission. You can click their name to edit their details, or click "Invite Author" button to invite them to fill out their profile for this submission.

Add New Author

First Name * Last Name * Email * Role *

-- Select Role --

Add Author

Author List

You must add at least 1 author.
You must add at least 1 speaker.

1 Altovise Davis
Project manager, American Association of Colleges for Teacher Education
Profile completed
Role: Speaker and Main Contact
Edit Altovise Davis's Profile Remove Altovise Davis

Are you sure you want to send an email invitation to Lisa Leslie?
Close Invite

Inviting an individual to edit their contact information and complete their participation agreement.

2

Lisa Leslie

Title ABE, ABC University

Profile completed ✓

Role: Student Speaker

Login details sent Tuesday, May 16, 2023, 4:37 PM inviting Lisa to complete the task(s) for this proposal abstract.

Edit Lisa Leslie's Profile


Invite Lisa Leslie

Remove Lisa Leslie

From: <doNotReply@abstractscorecard.com>

Date: Tue, May 16, 2023 at 4:37 PM

Subject: AACTE 2024 AM Call for Proposals



AACTE
2024 Annual Meeting
FEBRUARY 16 – 18

Ascending New Heights:
Propelling the Profession
Into the Future

GAYLORD ROCKIES | AURORA/DENVER, CO

Call for Proposals Proposal Abstract Information Requested

Proposal Abstract Title:
The Ups & Downs of Creating a Proposal: Exercising best practices in Today's Climate

Submitter Name:
Altovise Davis

Submitter Email:
adavis@aacte.org

Task List:

1. Complete the "Section I. General Contact Information" form.
2. Complete the "Section V. Participation Policy Acknowledgement" form.

Due by:
Tuesday, July 18, 2023 at 11:59 PM PST

[Click here to log in](#) to the Call for Proposals system at any time to complete this task.

Staff Liaison
For content related questions, please contact Altovise Davis at adavis@aacte.org or (202) 478-4507

Technical Support
Should you need technical support, please email support@gocadmium.com or call (410) 638-9239 between the hours of 9am - 9pm ET, Monday - Friday to reach a support specialist.

Step-by-step Guide for Submitting Your Proposal

SAVE Authors

Section I. General Contact Information task was successfully completed on Tuesday, May 16, 2023, 5:34 PM
Please complete as much of the information as you can and then press the 'Continue' button.



1. [Section I. General Contact Information](#)
Completed Tuesday, May 16, 2023, 5:34 PM

End of Section I. General Contact Information

Section II. Abstract Information

Please complete the following questions to complete your proposal abstract summary. We strongly recommend that you prepare all the information below BEFORE filling in the form. Please click CONTINUE before leaving the page. Upon successfully completing this task, you will receive a confirmation message on the screen.

* indicates a required field

Proposal Title *

Please choose a brief title (maximum of 200 characters) that clearly indicates the content of the contribution. Please write in Title case.

The Ups & Downs of Creating a Proposal: Exercising best practices in Today's Climate

84 characters (Max 200 characters)
14 words (Max 15 words)

Topic Area *

Please select the research topic for which you wish to submit your proposal.

-- Select a Topic Area --

Target Audience Level *

Please indicate to what audience level this submission is directed.

-- Select One --

Short Abstract *

Describe why a conference attendee should attend this session and what they will gain; value-added. If selected, this content will be used in marketing materials.

0 characters
0 words (75 - 200 words)

A. Statement of the issue. *

Clearly state the issue/focus of your presentation. Provide relevant background and place the problem in a broader academic context.

0 characters
0 words (55 - 100 words)

Step-by-step Guide for Submitting Your Proposal

B. Literature review. *

Provide a synthesis of the literature or knowledge base related to your topic; highlight competing hypotheses or major schools of thought.

0 characters
0 words (200 - 700 words)

C. Contribution *

Discuss how your work relates to the conference strand and subcategory under which you are submitting the proposal.

0 characters
0 words (200 - 700 words)

D. Relevance *

Discuss how your proposal relates to at least two of the following perspectives:

- Implications for policy.
- Using qualitative or quantitative evidence to inform policy or practice.
- Successful (exemplary) practices.

0 characters
0 words (200 - 700 words)

E. Implication for Action *

Outline what concrete changes, activities, policies, research, or other outcomes can result from this work.

0 characters
0 words (200 - 700 words)

F. Methods *

Describe how you will design the session so that the learner/participant outcomes are achieved.

0 characters
0 words (200 - 500 words)

Continue



2. Section II. Abstract Information

Completed Tuesday, May 16, 2023, 5:44 PM

This section will guide you through information required to complete your proposal abstract.

End of Section II. Abstract Information

Section III. Content Learning Objectives



EDIT SECTION III. CONTENT LEARNING OBJECTIVES TASK FOR...

Continue

Describe what you intend the participants to learn during the session by providing up to four (4) learning objectives that are clear, measurable, and achievable.
For more information on how to effectively write objectives [click here](#).

* Indicates a required field

1 Answer the following questions for Learning Objective 1

Learning Objective 1 *

Complete the sentence, 'Upon completion, participants will be able to....' Use action words to begin this learning objective, such as list, describe, define, demonstrate, conduct, etc. For more information on how to effectively write objectives [click here](#).

Upon completion, participants will be able to ...

0 words (Max 30 words)

2 Answer the following questions for Learning Objective 2

Learning Objective 2 *

Complete the sentence, 'Upon completion, participants will be able to....' Use action words to begin this learning objective, such as list, describe, define, demonstrate, conduct, etc. For more information on how to effectively write objectives [click here](#).

Upon completion, participants will be able to ...

0 words (Max 30 words)

3 Answer the following questions for Learning Objective 3

Learning Objective 3

Complete the sentence, 'Upon completion, participants will be able to....' Use action words to begin this learning objective, such as list, describe, define, demonstrate, conduct, etc. For more information on how to effectively write objectives [click here](#).

Upon completion, participants will be able to ...

0 words (Max 30 words)



3. Section III. Content Learning Objectives

Completed Tuesday, May 16, 2023, 6:02 PM

Provide 3 learning objectives that are clear, measurable, and achievable.

End of Section III. Content Learning Objectives

Section IV. Aligning with AACTE Strategic Priorities and Core Values

Describe how your proposal aligns with the following AACTE goals:

* Indicates a required field

- 1 Advocate for high-quality educator preparation. Graduates of educator preparation programs will be profession-ready and prepared to meet the needs of PK-12 districts and schools. *

- 2 Prioritize diversity, equity, and inclusion. Educator preparation programs and their faculty, students, and communities will provide successful learning environments that demonstrate diversity, equity, and inclusion. *

- 3 Advance educator preparation policy, practice, and research. The use of leading-edge research and models of innovative practice will advance the field of educator preparation and strengthen public education for all students. *

Save and Continue



4. Section IV. Aligning with AACTE Strategic Priorities and Core Values

Completed Tuesday, May 16, 2023, 6:04 PM

Please answer the following questions as it relates to your proposal submission.

End of Section IV. Aligning with AACTE Strategic Priorities and Core Values

Section V. Participation Policy Acknowledgement

1

Altovise Davis

Project manager, American Association of Colleges for Teacher Education

Form completed ✓

Permissions data was submitted on Wednesday, May 17, 2023, 2:10 PM.

Edit Altovise Davis's Form

2

Lisa Leslie

Form incomplete ✖

Edit Lisa Leslie's Form

Invite Lisa Leslie

Click on the individual name to complete participation agreement. You may invite additional authors to complete the agreement directly from this page. **All assigned individuals must complete this agreement to submit a proposal.**

Step-by-step Guide for Submitting Your Proposal



EDIT SECTION V. PARTICIPATION POLICY ACKNOWLEDGEME...

Submit Agreement

Please review and acknowledge that you have read the guidelines and expectations below.

Speaker Expectations

- Selected speakers are responsible for all expenses incurred in conjunction with the meeting, including registration, housing, and travel.
- It is strongly encouraged that each proposal includes at least one presenter from an AACTE member institution. Speakers from an AACTE member institution will be eligible for a 10% discount off the standard registration rate.
- All participating presenters should be listed in the proposal. Co-presenters will receive a confirmation email upon your proposal submission.
- Submitters should have commitment from all presenters that they will be a part of the program. The co-presenter(s) must agree to all the terms and conditions highlighted here to participate.
- Speakers agree to abide by [AACTE's Event Conduct Policy](#).
- Do not submit a proposal unless each presenter is available to appear on any day (February 16, 17, or 18, 2024) of the meeting. Accepted proposals will not be assigned a specific speaking date and time until two (2) months prior to the meeting.
- All speakers will receive an official confirmation email upon the proposal being accepted. Speakers must complete an acceptance form in order to be confirmed for a session.

Proposal Expectations

For full consideration please submit your proposal(s) for the AACTE 2024 Annual Meeting between now through 11:59 PM Pacific Time on July 18, 2023. Proposals received after the deadline will be withdrawn from the initial review process but may be considered on an as-needed basis post-review for the annual meeting or future programs.

- Proposal abstract should be a brief one-paragraph summary of the presentation as it would appear in the conference program guide.
- Include learning objectives or audience takeaways in your description.
- Submission of a presentation does not guarantee participation in the program.
- Proposal submission topics cannot be changed after reviewing and selecting.
- AACTE reserves the right to revise presentation titles or edit the session description of selected presentations for AACTE promotional and program publications.

For more information, contact Altovise (Al) Davis at adavis@aacte.org.

☒ I acknowledge that I have read the submission guidelines. I have reviewed and agree to the abovementioned terms and conditions.

Altovise Davis

Please indicate your agreement by typing in your full name above

Submit Agreement


End of Section V. Participation Policy Acknowledgement

Step-by-step Guide for Submitting Your Proposal

Two Steps to Submit Your Proposal:

- 1) Once all tasks have been completed, click on “Save Completed Submission.”
- 2) Click on “Submit”






Home / Proposal Abstract / Task List for "The Ups & Downs of Creating a Proposal: Exercising best pra...

 TASK LIST Save Completed Submission

Please click on each task below to enter the requested information.
Once completed, the task will then appear with a large green check mark.
After you have completed all of the tasks below, select "Save Completed Submission"


[The Ups & Downs of Creating a Proposal: Exercising best practices in Today's Climate](#)
Proposal Abstract ID: 1545305
Proposal Strand: Strand V: Prioritizing Diversity, Equity, and Inclusion
Session Type: Roundtables
Proposal Abstract Status: Complete

Proposal Abstract was successfully updated on Tuesday, May 23, 2023, 12:34 PM

-  1. Section I. General Contact Information
Completed Monday, May 22, 2023, 12:43 PM
Provide author contact information.
-  2. Section II. Abstract Information
Completed Wednesday, May 17, 2023, 6:29 PM
This section will guide you through information required to complete your proposal abstract.
-  3. Section III. Content Learning Objectives
Completed Wednesday, May 17, 2023, 6:34 PM
Provide 3 learning objectives that are clear, measurable, and achievable.
-  4. Section IV. Aligning with AACTE Strategic Priorities and Core Values
Completed Tuesday, May 16, 2023, 6:04 PM
Please answer the following questions as they relate to your proposal submission.
-  5. Section V. Participation Policy Acknowledgement
Completed Monday, May 22, 2023, 12:46 PM
Review of AACTE's Submission Guidelines and Expectations



Step 1

Home / Proposal Abstract / Tasks / Submit

 PROPOSAL ABSTRACT SUMMARY Submit

[The Ups & Downs of Creating a Proposal: Exercising best practices in Today's Climate](#)
Proposal Abstract ID: 1545305
Proposal Strand: Strand V: Prioritizing Diversity, Equity, and Inclusion
Session Type: Roundtables
Proposal Abstract Status: Complete

You have completed all the required tasks for this proposal abstract.
Use the "Submit" button to complete your proposal abstract.

-  1. Section I. General Contact Information
Completed - Monday, May 22, 2023, 12:43 PM
-  2. Section II. Abstract Information

Congratulations and thank you! You have successfully completed your submission.

Step 2

This text box will appear if you successfully submitted your proposal.