



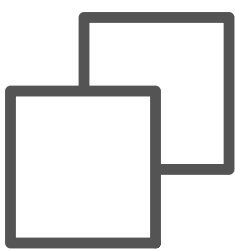


CONFERENCE PROPOSALS

Preparing

-  Find the conference you want to attend.
-  Check the deadline for proposals.
-  Look at the format of the proposal.
-  Copy & Paste the format into a Word document.

Writing the Abstract



Start by copying and pasting your abstract from your paper.



Check to see if there is a word count. Try to get as close as possible to the maximum.



Add or delete as necessary.
Try to entice readers to know more about your topic.

Things to Consider

**Topic/
Strand**

Select the Topic or Strand that is most closely related to your proposal.

Bio

Professional bios should be short, including education and experience.

Format

Consider the format best suited for your proposal (e.g., poster).

Objectives

A brief explanation of what an attendee will learn in your session.