2013 Global STEMx Education Conference
How to Submit Your Proposal:

Please follow these instructions carefully. It is your responsibility to make sure your presentation proposal is submitted correctly. You must be signed up on the STEMx Conference network and logged in to submit your proposal.

1.   **VERY IMPORTANT: Join the conference presenters group to receive general emails for those who have submitted proposals.** (Use the link given at this stage on the webpage)

2.   **Copy the following text (highlight and ctrl-c on your computer from the site):**

   Your Name and Title:

   School, or Organization Name:

   Co-Presenter Name(s):

   Area of the World from Which You Will Present:

   Language in Which You Will Present:

   Target Audience(s):

   Short Session Description (one line):

   Full Session Description (as long as you would like):

   Websites / URLs Associated with Your Session:

3.   **Open a new forum discussion post (use the link on the site page)**

4.   **Title your discussion post with the title of your proposed session.**

5.   **Copy the template text (ctrl-v) into the body of the forum discussion post.**

6.   **Fill in the session information according to the template. If you separate your answers with a blank line and bold the questions, it will make your proposal easier to read.**

7.   **In the "Category" drop-down field, check to make sure the category is "Conference Proposal Submissions & Waitlist."**

8.   **In the tags field, use the strand tag code for the strand to which you are submitting your proposal.**

   Science Education Re-Imagined - strand tag "science"

   IT Education Re-Imagined – strand tag "it"

   Engineering Education Re-Imagined - strand tag "engineering"

   Math Education Re-Imagined - strand tag "math"

   Adding the "x" in STEMx Education – strand tag "x"

   Technology Tools for STEMx - strand tag "tools"

   Online Learning for STEMx - strand tag "online"

   Informal & Nonformal STEMx Learning - strand tag "informal"

   Opportunity, Equity, and Diversity - strand tag "opportunity"

   Expanding Global Competency for STEMx Students - strand tag "global"

STEMx Professional Learning for Teachers - strand tag "proflearning"

Research on STEMx Teaching and Learning - strand tag "research"

Innovations in Assessment - strand tag "assessment"

Leadership, Policy and Partnerships - strand tag "policy"

9. **Click the "Add Discussion" button to save your proposal.**

You are able to modify your proposal after it has been saved and up until it has been accepted. If you need to change your proposal after that time, please email steve@hargadon.com.