

Proposal Submission Form Preview

The 7th Annual CAST UDL Symposium: The Future Designed

Please note: This document is for planning purposes only. To submit your proposal for the 7th Annual CAST UDL Symposium: The Future Designed, please use the [online proposal submission form](#) found in the [Call for Proposals](#). **Proposal submissions will only be accepted via the online submission form.**

CAST is seeking proposals for our 7th Annual UDL Symposium: The Future Designed. The Symposium will be held virtually, Wednesday, July 28 – Friday, July 30, 2021.

Please read the [Call for Proposals](#) for more information about this year's Symposium, including presenter responsibilities, acceptance criteria, and more information about our topic focus, designing for equity.

Deadline for proposal submission is Friday, January 15, 2021 by 11:59pm ET.

***Required**

1. Email address *

Primary Facilitator Information

2. Primary Presenter (full name) *
3. Organizational Affiliation *
4. Preferred Mailing Address *
5. Phone Number (include area code) *
6. Pronouns (optional)
 - he/his
 - she/her
 - they/their
 - ze/zir
 - other
if other, please specify.

7. Please include a 75-100 word professional bio, including a brief description of your experience with UDL and how you've used UDL to design for equity. This bio will be included in the Symposium Program. *
8. Please upload a headshot to include in the Symposium Program (optional).
 - Allowed file types: png, jpg, jpeg
 - Max file size: 500 KB
 - Minimum image dimensions: 600 x 600 px

Additional Facilitator Information

9. How many additional people will be facilitating your session with you? *

Please note this doesn't not include yourself. This question is to include any additional facilitators. A total of 2 facilitators (yourself plus 1 additional facilitator) from a single breakout session will receive a facilitator discount for Symposium admission.

- None
- 1

Note: You will only need to complete the rest of this section if you have additional facilitators.

1st Additional Facilitator

- Full name *
- Email Address *
- Phone Number *
- Pronouns (optional)
- 75 – 100 word professional bio *
- Headshot (optional)

Session Information

10. Session Title (up to 10 words) *

This title will be included in the Symposium Program. Please select a title that will offer participants a clear sense of your session.

11. Session Abstract (75-100 words) *

This abstract will be included in the Symposium Program.

12. Session Format (choose 1st & 2nd choices) *

How would you PREFER to facilitate your session? Please refer to the description of session formats in the Call for Proposals.

- 60-Minute Live Interactive Session
- Pre-recorded Session (no longer than 60-minutes)
- Other

13. How are you WILLING to present your session? Please select all that apply. *

- 60-Minute Live Interactive Session
- Pre-recorded Session (no longer than 60-minutes)

14. Anticipated outcomes for participants from your session (2-4 sentences/bullet points). *

What will participants know, do, and care about as a result of your session?

Session Description

Describe your session in up to 500 words, a 3-minute video, or another form of media.

Include answers to the following questions:

- How are you addressing the theme of the Future Designed?
- What is your core take-away message?
- How will you engage learners, share background, and offer options for learners to take action (either during the session or beyond)?

15. Please indicate your preferred session description format. *

Please note, uploads are accepted in the forms of png, gif, jpg, jpeg, doc, xls, docx, xlsx, pdf, txt, mov, mp3, and mp4. Uploads should not exceed 500KB. If your file is larger, please consider submitting a link to your submission instead.

- Text description
- Link (URL) to description
- Upload a description

16. Please select no more than 1 tag below that you feel best describes your session.*

- Pedagogy
- Equity
- Research
- Leadership

17. Please provide your session description via [chosen format from question 15].*

How are you addressing the theme of The Future Designed?

Embedding UDL into Your Session

We hope all sessions will highlight and exemplify the UDL framework. [Learn more about the UDL Guidelines](#). These questions should guide your planning in modeling UDL so that all participants can achieve your session goals.

18. What is the goal for this session and how is it aligned with our Symposium theme, The Future Designed?*

19. What barriers do you anticipate session participants might face in achieving your goal(s)?*

20. How will you address these barriers so that your participants can all achieve your session goal(s)?*

21. How will you know whether the goals of your session have been achieved?*

Facilitator Responsibilities

22. If your proposal is accepted, you agree (with guidance from the CAST Symposium team) to:*

- Prepare and upload session materials, including slides and handouts, to the Symposium Program by Monday, June 28, 2021.
- Ensure that your session materials and any media follow basic standards for accessibility (e.g., videos have close captions, documents are formatted with proper heading structure).
- Commit to attending by March 1, 2021
- Register by March 15, 2021

23. If you cannot agree to one or more of the above requirements, please explain.

24. Do you give CAST permission to post the recording of your session to the Symposium website for up to 6 months after the Symposium? Please note that only Symposium ticket holders have access to the website. *

- Yes
- No

25. If you requested and are accepted for a live virtual session, which days are you available to present? *

- Wednesday, July 28, 2021
- Thursday, July 29, 2021
- Friday, July 30, 2021

26. I hereby authorize CAST, an educational research and development not-for-profit organization, to record and use audio, video, or still images of myself in research papers, educational dissemination of CAST projects and products, and/or fundraising documents. These may be published in, but are not limited to, books, television, video productions, print and online journals, radio, and CAST's website.

I understand that I can withdraw this permission at any time by calling, writing, or emailing CAST. *

- Yes
- No

This is the final step in the submission process. Once you click "submit" your proposal will be submitted and you will not be able to make further edits.