

Proposal Submission Form Preview

The 9th Annual CAST UDL Symposium: Through the Lens of UDL

Please note: This document is for planning purposes only. To submit your proposal for the 9th Annual CAST UDL Symposium: Through the Lens of UDL, 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 9th Annual UDL Symposium: Through the Lens of UDL. This year's Symposium will be a hybrid event! The live and in-person offering will be held from Monday, July 31, 2023, through Tuesday, August 1, 2023 at The Westin Denver Downtown. The virtual offering will be held from Monday, July 31, 2023, through Tuesday, August 1, 2023.

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

Deadline for proposal submission is Friday, January 20, 2023 by 11:59 pm PST ([translate to your time zone](#)).

***Required**

Primary Facilitator Information

1. Email address *
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. 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 does not include yourself. 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.

For Each 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?

- **Live Interactive Workshops (in-person):** In-person sessions will be 60 minutes in length. Of this hour, we expect at least 30 minutes will include participant interaction. New content should be paired with generative discourse, activities, and group collaboration. Participants will sit at round tables to encourage interaction.
- **Panel Discussion (in-person):** In-person panel discussions should include two or more participants with unique perspectives. We ask for facilitators to be explicit about the types of questions they will develop themselves and about what percentage of questions, if any, will come from the live audience.
- **Design Lab (in-person):** 60-minute hands-on sessions in which participants create usable plans and/or products to take with them.
- **Live Interactive Workshops (virtual):** Live virtual sessions will be 60 minutes in length. Of this hour, we expect at least 30 minutes will include participant interaction. New content paired with generative discourse, activities, and group collaboration in breakout rooms, chat discussions, live written collaboration, or full-group conversations.
- **Live Panel Discussion (virtual):** Live virtual panel discussions should include two or more participants with unique perspectives. We ask for facilitators to be explicit about the types of questions they will develop themselves and about what percentage of questions, if any, will come from the live audience.
- **Recorded Module (virtual):** Asynchronous recorded modules can take any structure you like. Any recorded video component can be as short as you like or up to 60 minutes (but no longer). Although interactions can be more difficult to facilitate asynchronously, we invite you to create backchannel communication using Flipgrid, social media, surveys, Google Docs, Padlet, etc.

- **Recorded Ed Talk (virtual):** 20-minute asynchronous recorded session, similar to a TED Talk.
- **Other:** If you have a unique idea you'd like to try in this virtual setting, please let us know! We are interested in continuing to expand our own toolbox.

13. If you chose a live session, would you be willing to switch to recorded? Or, if you chose a recorded session, would you be willing to switch to live? Are you willing to facilitate in a format that is not your first or second choice? *

14. If you chose an in-person live session, would you be willing to switch to a virtual live session? Or, if you choose a virtual live session, would you be willing to switch to an in-person live session? Are you willing to facilitate in a format that is not your first or second choice? *

15. Which tag below best describes your session focus? (Choose only one.) *

Note: We will be accepting a limited number of applications from each topic area. To improve your chances of acceptance, we suggest choosing an uncommon topic.

- Assessment
- Content area (math, ELA, science, etc.)
- Racial/Cultural/Language Equity
- Research
- Social Emotional Learning
- Special Education/Transition
- Systemic Implementation
- Technology

16. Which student/learner age group will your session focus on? (Choose all that apply.) *

- Pre-K
- Elementary
- Middle/High
- Post-Secondary
- Workforce
- Professional Learning

Session Description

17. Please indicate the format you will use to answer questions 18-21 below *

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

18. What innovative, high-impact, and/or proven idea do you plan to view through the lens of UDL? How is this idea improved by the use of UDL? We would love to hear how you think the combination of ideas is more than just the sum of its parts. (2 points) *

19. Please help us envision your session. What will you do? How will you ensure that participants achieve the goal? How will you engage participants? *

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

Include answers to the following questions:

- What is the design of your session? What will happen during the beginning, middle, and end of your session? In what ways will participants engage with you and each other during the session (live or recorded)? (3 points)
- What innovative, high-impact, and/or proven idea do you plan to view through the lens of UDL? How is this idea improved by the use of UDL? We would love to hear how you think the combination of ideas is more than just the sum of its parts. (3 points)
- How, if at all, will you represent UDL as a lens through which to see the work of teaching and learning in your session? (3 points)

21. What barriers do you anticipate participants might face in achieving the goal during your session? How are you proactively designing to minimize those barriers? (2 points) *

Facilitator Responsibilities

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

- Commit to attending (by March 1, 2023).
- Register by March 15, 2023.
- Prepare and upload session materials, including slides and handouts, to the Symposium Program by Friday, June 30, 2022.
- Ensure that your session materials and any media follow basic standards for accessibility (e.g., videos have closed captions, documents are formatted with proper heading structure).

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. *

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

- Monday, July 31, 2023
- Tuesday, August 1, 2023

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.