



Interactive 2019 Convention Proposal Requirements

Preferred topics include:

Accountability ■ Assessment ■ Behavior and Discipline ■ Budgets and Funding ■ Child Find ■ Communication ■ Compliance ■ Differentiated Instruction ■ Dyslexia/LD Identification ■ Leadership ■ Legal ■ Legal Guidance for 18+ Programs ■ Parent Support ■ RTI and MTSS ■ Staffing ■ Transition

TCASE will work to create more **collaborative learning opportunities** at this event and encourages proposals that will utilize interactive panels, Q&A, group discussion, hands-on activities, audience polling, and other formats that meet the needs of adult learners.

Session review and scoring process:

Once proposals are received, a committee reviews and scores each submission. The committee then reviews the top scoring proposals to determine which topics will be presented during Interactive 2019.

The deadline to submit Learning Lab proposals is Friday, March 22, 2019.

Accepted proposal requirements:

- Handouts are required for all sessions that are accepted.
- Handouts are not given in hard-copy format but will be made available to attendees electronically for download prior to the conference.
- Acceptable formats for handouts: PowerPoint, PDF, Word, Excel.
- PowerPoint presentations should be in 16:9 format. Please contact ginger@tcase.org if you have questions about your handouts.
- Sessions should be **75 minutes** in length.
- Sessions should be limited to no more than three speakers.
- TCASE education programs are learning experiences and therefore **noncommercial**. Please refrain from using brand and specific product names. Additionally, the platform should not be used as a place for direct promotion of a presenter's product, service, or for monetary self-interest.
- Presenter must be sensitive to subject matter and refrain from using inappropriate or harsh language, pointed humor or statements that could be found potentially offensive.

Session Content Requirements:

TCASE is a CE provider for TSHA (Texas Speech-Language Association) members and is required to provide a Learner Outcome for each session. Presentations must adhere to the learner outcome listed on the proposal submission.

Honoraria, Travel Expenses & Registration:

As a nonprofit educational association, TCASE does not pay an honorarium for concurrent session presentations at the conference. Speakers must also cover all individual travel and housing expenses. Speakers may register for one-day or full conference at their own expense, or receive a session-only pass which will provide admission to their session and to the Expo floor.

Materials Due Date:

The anticipated presentation and handout deadline will be due **no later than May 15, 2019**. If you determine at any time you are unable to meet any of the requested deadlines or requirements, please notify TCASE as soon as possible.