



**Pennsylvania - Delaware Chapter**  
**Association for the Education and Rehabilitation**  
**of the Blind and Visually Impaired**

[www.penn-delaer.org](http://www.penn-delaer.org)

**Call for Presentations**  
**2019 Penn-Del AER Conference**  
**April 24-26, 2019**  
**Best Western Premier Central Hotel**  
**Harrisburg, PA**



The Penn-Del AER Chapter is pleased to present the Call for Presentations for the 2019 Penn-Del AER Conference. The theme of this year's conference is "Charting Our Course: Together Toward Tomorrow."

We encourage all education and rehabilitation professionals to share their expertise by presenting their fresh ideas, innovative insights, successful programs, or research results at this well-respected annual event.

- Each accepted concurrent presentation will receive a \$100.00 honorarium.
- Each accepted poster presentation and round table will receive a \$50.00 honorarium.
- Speakers can earn professional development credits from ACVREP for presenting a concurrent or poster session and can earn ACT 48 credits for preparation of a presentation.
- Deadline for proposal submission is December 1, 2018.

As in previous years, the goal of the conference is to offer continuing education and networking opportunities for professionals in the field of visual impairment. Please take this opportunity to help the 2019 conference planning committee develop a well-balanced program that addresses a wide range of issues facing education and rehabilitation professionals serving children and adults who are blind and visually impaired. We hope you will consider becoming directly involved by sharing your expertise. Please share this information with others who may be interested in presenting.

Conference information will be updated regularly on the Penn-Del AER website.

## Presentation Format Descriptions

**Concurrent Session Presentations** are usually 75 minutes in length. These may include lectures or demonstrations, reports of research design or results, hands-on workshops, or effective presentations of other relevant information. This format may include a panel of speakers who provide views on a specific topic. Panel presentations should be limited to four speakers. Concurrent presentations will take place during all three days of the conference.

**Poster Presentations** provide an informal forum for information sharing and discussion. Poster presentations are self-explanatory displays of information. Poster presenters personally attend their displays at assigned time periods in order to provide additional information and to discuss the topics with attendees. Conference participants circulate through the poster session and interact with the presenters on a one-on-one basis.

Poster presentations will be displayed throughout the day on Thursday, April 25, 2019. We ask that the posters be set up by the 9:30 AM break and that presenters personally attend their displays from 9:30 to 10:00 AM and during the formal poster session from 1:00 to 2:15 PM.

Proposals for poster presentations should follow the same format and submission process as concurrent session proposals.

## Proposal Selection Criteria

Presentations at the Penn-Del AER Conference should be designed to educate participants about successful practices, innovations, research, or expanded perspectives that improve services to students and clients who are blind or visually impaired. If vendors submit proposals, we encourage presentations that focus on products for educational or rehabilitation outcomes. (e.g., “Using Video Magnifiers to Access Board Work” or “Adapted Tablets in the College Classroom”)

Proposals will be reviewed by the conference committee using the following criteria:

- Is the topic important and relevant to the work of professionals in the field of visual impairment?
- Does the topic provide significant or innovative ideas or research findings that bring fresh insight or approaches?
- Does the topic present a new or expanded perspective, practice, program, or innovation?
- Does the topic fit into the content strands of the conference and add balance to the overall program?
- Has this topic been presented at a recent Penn-Del AER Conference?

## Conference Handouts

In our effort to employ environmentally responsible practices we will compile all handouts electronically and provide the full collection of handouts to each conference participant on a flash drive. This will make all conference handouts accessible to all conference participants. Handouts will also be posted in a shared Dropbox, which will be available during the conference.

In order to include your handouts and PowerPoints in the conference flash drive, presenters are encouraged to submit electronic copies of all handouts they intend to distribute, as well as PowerPoint presentation files which will be used during their presentations. Members of the conference committee are available to assist to make materials accessible or to answer questions related to creating accessible digital documents. Electronic files may be submitted as email attachments or via a link to a file stored in the cloud. All files are checked for accessibility. Materials need to be submitted no later than March 15, 2019, to be included on the conference flash drive.

## Conference Registration for Accepted Presenters

All presenters will need to register for the conference. Those who plan only to present will need to register, although their registration fee will be waived. Presenters who plan to attend the conference must register and pay the conference registration fee.

## Instructions for Submitting the Proposal Form

Proposals are to be submitted through a web-based submission process using the link below. Each proposal submission must be entered into the online form in one “sitting,” so please have all your information ready before you begin to enter your proposal.

Submission forms must be completed in full. You will need to provide the following pieces of information:

**Presentation type:** Designate presentation type as concurrent (usually 75 minutes in length), poster, or if other (provide an explanation).

**Presentation title:** This will be printed in the conference program booklet.

**Abstract of the presentation:** The abstract should provide a brief description of your presentation. It should not exceed 100 words. This description will be submitted to ACVREP and will be published in the conference program booklet. It should fully inform conference attendees what they can expect from your presentation.

**Primary learning objective(s) or outcome(s) for participants** who attend the session. The learning objective(s) should indicate the knowledge, concepts, or skills

participants should be able to demonstrate following the presentation. This is required for ACVREP approval.

**Names and contact information for each presenter:** Before submitting a proposal, the lead presenter should confirm the commitment of co-presenters and include them and their contact information on the proposal submission form. Please indicate if you do or do not want contact information published.

**Honoraria:** All presenters will be asked to indicate if they are able to accept an honorarium for their presentations.

**Brief profile of each presenter:** This information will be used to introduce presenters at the beginning of the presentation.

**Room set-up preference:** Indicate any special room set-up requirements such as a panel table or additional rectangular tables.

**AV equipment needed:** AV equipment will be available as noted on the form. Indicate whether you will require an extra lavalier microphone, additional power strips, a DVD player, flip chart and markers, a doc camera, computer speakers, or if you have any other AV requests.

## Submission Form Link and Dates

- **The link to the submission form** for the 2019 Penn-Del AER Conference is: <https://www.surveymonkey.com/r/Penn-Del2019>
- Deadline for proposal submission is December 1, 2018.
- Accepted presenters will be notified by the end of January 2019.

## For More Information

If you have questions about this process, contact Mary Nelle McLennan, Penn-Del AER Conference Presentations Coordinator, email: [penndel.conference@icloud.com](mailto:penndel.conference@icloud.com) or call 412-559-7782.

## Contacts

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The Pennsylvania-Delaware Chapter of the Association for the Education and Rehabilitation of the Blind and Visually Impaired (AER) supports professionals who provide education & rehabilitation services to people with visual impairments.

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