



Conference Proposal Guide

Call for Proposals

A “Call for Proposals” is a public invitation by conference organizers for presentation submissions. It generally includes:

- The conference theme
- Guidelines for presentations
- Requirements for abstracts
- Submission deadlines

What is a Conference Proposal?

The proposal outlines your presentation. The primary audience is the conference review committee. Conference attendees are the secondary audience (presentation summaries are listed in the conference program). A successful conference proposal will clearly and succinctly introduce, summarize, and make conclusions about your topic and findings.

Types of WCSI Conference Presentations

Synchronous Workshop

This format focuses on a discussion of current issues in academic support. Presentations may be based on current research, best practices, may be developmental, or even theoretical. Topics should be of community interest using innovative, thought-provoking content and may be interactive.

Asynchronous Poster or User-Navigated Slide Presentation

This format provides an opportunity to share research, best practices, and ideas as well as methodologies and outcomes from academic support experience via an Adobe PDF poster or a user-navigated slide presentation focused on effective strategies, best practices, research findings, or technical solutions. All asynchronous presentations must meet minimum ADA standards.

General Guidelines for Responding to the Call for Proposals

Writing the Proposal and Presentation Abstract

- Define the topic or problem you are addressing clearly and concisely.
- Captivate readers with your topic or research description.
 - Title your presentation in a way that is both descriptive and intriguing.
 - Explain what your presentation will cover related to the topic or problem.
 - Match your research to the conference theme/topics in the Call for Proposals, and make sure the scope of your presentation matches the time allowed for presentations.
 - Consider and include interesting or controversial perspectives on your topic.
 - Keep your audience in mind, maintaining an enthusiastic but professional/academic tone.
- Adhere to the guidelines in the Call for Proposals.
 - Stay within the word count designated in the Call for Proposals.
 - Meet the submission deadline.

Sample WCSI Conference Proposal

Conference Theme (provided by WCSI)

Resilience: The capacity to recover quickly from difficulties; toughness. This year we celebrate our individual and shared resilience as academic support professionals— one success at a time.

Primary Presenter(s)

Cassidy Dandoy and Abigail Vega, Chaffey College, Rancho Cucamonga, CA

Presentation Title

I'm Still Standing: Building Resilience in the Face of Adversity

Presentation Track (Choose one that best applies to your presentation)

Supplemental Instruction or Tutoring Best Practices

Type of Presentation

Synchronous Workshop: Small to large group active learning opportunity around a specific topic

Please provide an up to 150 word abstract describing your presentation (including purpose, impact, intended audience, relevant research, etc.)

Students and educators alike have faced numerous challenges and stressors in the age of COVID-19. Now more than ever, it is important to build distress tolerance and resilience. This workshop aims to outline what resilience is and its role in personal and academic development. More specifically, this workshop will demonstrate how to build resilience in ourselves and others in the face of adversity. Backed by psychology and pedagogical research, the methods outlined in this presentation will not only demonstrate to attendees what resilience is, but also how to apply it to themselves and to students.

What delivery methods/activities will you utilize to present your information and involve your audience?

Powerpoint presentation, collaborative group activities and discussions, scenario roleplay

Please list one to three intended learning outcomes

Attendees will be exposed to and apply a variety of resilience techniques to scenarios in both the session and in their own lives.

Please provide an up to 50 word promotional description for your presentation appropriate for inclusion in the conference program (consider your audience).

Resilience doesn't make problems go away, but it does help us cope with and overcome challenges in our lives. This workshop aims to define resilience and its role in personal and academic development. Moreover, this workshop will demonstrate how to build resilience in ourselves and others in the face of adversity.

Sample WCSI Conference Proposal

Conference Theme (provided by WCSI)

Resilience: The capacity to recover quickly from difficulties; toughness. This year we celebrate our individual and shared resilience as academic support professionals— one success at a time.

Primary Presenter(s)

Ashley Bahena, Abigail Vega, and Samantha Carrasco, Chaffey College, Rancho Cucamonga, CA

Presentation Title

Foster the People: Fostering Trust and Community with Students in SI Sessions

Presentation Track (Choose one that best applies to your presentation)

Supplemental Instruction or Tutoring Best Practices

Type of Presentation

Synchronous Workshop: Small to large group active learning opportunity around a specific topic

Please provide an up to 150 word abstract describing your presentation (including purpose, impact, intended audience, relevant research, etc.)

One of the biggest hurdles to any student's educational journey is feeling alone or unsupported. As SI leaders at Chaffey College, we actively work to create a sense of belonging, trust, and community in our sessions to make students feel empowered, engaged, and supported in their learning process, thus enabling them to succeed. This workshop aims to enlighten peer educators on the importance of fostering community and trust with students, strategies to create a welcoming environment, how to apply this in their SI sessions, and how they can encourage students to have an active role in the creation of supportive learning spaces.

What delivery methods/activities will you utilize to present your information and involve your audience?

PowerPoint presentation to refer to and participate in a think-pair-share, word cloud, scenario-based role-play in breakouts, and reflect on how to apply this both inside and outside sessions.

Please list one to three intended learning outcomes

1. Attendees will understand the importance of fostering a sense of trust and community with their students.
2. Attendees will acquire the strategies to foster a community filled with trust.

Please provide an up to 50 word promotional description for your presentation appropriate for inclusion in the conference program (consider your audience).

Many students struggle with feeling seen, heard, and supported in classes, especially in the age of COVID which can negatively affect academic success and motivation. This workshop aims to address this issue by empowering peer educators to create supportive spaces and encourage their students to build communities.