



**Adult Learning  
Resource Center**

**2009 ADULT EDUCATION CONFERENCE — NORTHERN REGION**

**Friday, December 4  
Hilton Indian Lakes Resort**

**CALL FOR PRESENTATIONS**

May, 2009

Dear Adult Educators,

The Adult Education Service Center of Northern Illinois/Adult Learning Resource Center is soliciting proposals for presentations at the **2009 Northern Region Adult Education Conference**. The conference will be held Friday, December 4, at the Hilton Indian Lakes Resort in Bloomingdale, Illinois (25 miles west of Chicago).

This conference reflects an effort to coordinate services, resources, and talents in the Northern Region. Conference participants include instructors, administrators, counselors, support staff, and others from Adult Education and related programs. The conference sessions will focus on, but not be limited to, adult education topics.

Enclosed is the Call for Presentations. Please note that the submission deadline is **Friday, July 31, 2009**. To ensure a wide variety of topics and local participation, we strongly encourage representatives from all programs to submit proposals. Proposals will be evaluated on the basis of clarity, relevance of content, and interest to the conference audience.

We thank you for your help in making this a valuable conference for all. Please call Catherine Porter at 224/366-8500 if you have any questions.

Sincerely,

Sue Barauski, Director  
Adult Learning Resource Center

# 2009 Conference Call for Papers – Page 1

*This page must be completed for all proposals.*

## 1. INTENDED AUDIENCE *Check all that apply:*

- |  |  |
|--|--|
| <input type="checkbox"/> Administrators      | <input type="checkbox"/> Support Staff         |
| <input type="checkbox"/> Teachers            | <input type="checkbox"/> Family Literacy Staff |
| <input type="checkbox"/> Literacy Volunteers | <input type="checkbox"/> Other _____           |

## 2. AREA(S) OF PRESENTATION *Check all that apply:*

- |   |   |
|---|---|
| <input type="checkbox"/> Transitioning Adult Learners                     | <input type="checkbox"/> ESL                      |
| <input type="checkbox"/> Bridge Programming                               | <input type="checkbox"/> EL/Civics                |
| <input type="checkbox"/> Workplace Education                              | <input type="checkbox"/> Spanish Literacy/ABE/GED |
| <input type="checkbox"/> Adult Basic Education/Literacy                   | <input type="checkbox"/> Citizenship              |
| <input type="checkbox"/> GED/GED- <i>i</i>                                | <input type="checkbox"/> Technology               |
| <input type="checkbox"/> Evidence-based Reading Research/Instruction/STAR | <input type="checkbox"/> Distance Learning        |
| <input type="checkbox"/> Evidence-based Math Instruction                  | <input type="checkbox"/> Family Literacy          |
| <input type="checkbox"/> The Younger Adult Student                        | <input type="checkbox"/> Administrative Issues    |
| <input type="checkbox"/> Special Learning Needs                           | <input type="checkbox"/> Other _____              |

## 3. NAME OF PRESENTER(S) AND AFFILIATED PROGRAM(S) TO APPEAR IN THE PROGRAM BOOKLET.

*List primary presenter first (who also will be the contact person). If there are more than 2 presenters, please attach names and affiliations.*

NAME (Primary Presenter / Contact Person)		POSITION
E-MAIL		FAX
DAYTIME PHONE		EVENING PHONE
PROGRAM / AGENCY / INSTITUTION		
MAILING ADDRESS :		
CITY	STATE	ZIP CODE
NAME (Co-Presenter)		POSITION
E-MAIL ADDRESS		
PROGRAM / AGENCY / INSTITUTION		
DAYTIME PHONE		EVENING PHONE

## 2009 Fall Conference Call for Papers-Page 2

*This page must be completed for all proposals.*

### 4. BRIEF BIOGRAPHICAL DESCRIPTION OF EACH PRESENTER

*(25 word limit. Please attach a page if more space is needed.)*

### 5. PRESENTATION TITLE

*(10 word limit)*

### 6. PRESENTATION DESCRIPTION FOR THE PROGRAM BOOKLET

*(50 word limit)*

### 7. PRESENTATION DESCRIPTION (INCLUDE OBJECTIVES, CONTENT, AND STRATEGIES FOR INTERACTION)

*(250 words or less. Please attach typewritten description.)*

### 8. AUDIO VISUAL NEEDS: Check all that apply:

- No A/V needed       Screen only       Overhead projector       Flip chart  
*(for use with transparencies)*
- I am planning a Power Point presentation and will bring my own equipment (LCD projector and laptop)

Note: If you are planning a Power Point presentation, you must bring your own equipment (LCD projector and laptop computer). If you need a VCR or DVD player, or have questions regarding A/V needs, contact Catherine Porter at [cporter@cntrmail.org](mailto:cporter@cntrmail.org).

Deadline for submission is **Friday, July 31, 2009**. You will be notified in October if your proposal has been accepted. All proposals will receive careful consideration. Return proposals to:

*Catherine Porter*  
*Adult Learning Resource Center*      *Phone (224) 366-8500*  
*2626 S. Clearbrook Drive*      *Fax (847) 378-6225*  
*Arlington Heights, IL 60005*      *Email cporter@cntrmail.org*

#### CONFERENCE PRESENTER AGREEMENT

As a non-profit agency, the Adult Learning Resource Center is unable to provide honoraria or to reimburse presenters' travel expenses. For this reason, I understand that all presenters:

1. **Must pre-register for the conference and pay the conference registration fee.**
2. Will not be paid an honorarium or be reimbursed for travel expenses.
3. Are responsible for furnishing handouts for their sessions.
4. Must adhere to copyright laws.

\_\_\_\_\_  
Signature of primary presenter

\_\_\_\_\_  
Date

*Thank you for understanding.*