Proposals Guidelines: 2012 Doctoral Forum

The 2012 TESOL Doctoral Forum will be held on Wednesday, 28 March 2012, 9:00 am–5:00 pm, in conjunction with the 2012 TESOL International Convention & English Language Expo in Philadelphia, PA, USA. For more information about the Doctoral Forum, visit TESOL's Web site.

The Doctoral Forum is open to students enrolled full or part time in programs leading to a doctorate in TESOL (or related fields) at any institution of higher learning. You do not have to be a TESOL member to participate.

To present at the Doctoral Forum, you must register to attend. Registration is free. To register, fill out the forum registration form and send it to Monica McCrory by 18 February 2011. Registration for the Doctoral Forum does not register you for the TESOL convention, which has a separate registration procedure. You do not have to register for the TESOL convention to participate in the Doctoral Forum.

Deadline: 15 December 2011

Factors Affecting Selection

The Doctoral Forum is intended to bring together individuals from a variety of institutions and backgrounds; therefore, an important factor in proposal selection is program balance. In adjudicating proposals, the Forum Program Committee will seek balance in (a) range of topics, (b) interests covered, and (c) relevance of the proposal to the needs of graduate students in TESOL.

Another important factor is how well the proposal summary is written. Summaries should possess (a) clarity of purpose, (b) succinctness, (c) appropriateness, (d) significance for the intended audience, (e) an indication of the research quality (if relevant), and (f) evidence that the presentation will be well prepared.

Because institutional travel funding for many graduate students is contingent on their presenting a session at the convention, the Forum Program Committee seeks to maximize the number of presenters. Therefore, the committee will accept only one primary presentation per presenter, and if a presenter submits more than one acceptable proposal, the committee will select the proposal that allows the most presenters to participate.

Factors Disqualifying a Proposal

Proposals will be disqualified if they promote commercial interests, are submitted by postal mail rather an online, are not completed according to the guidelines outlined in this call for proposals (e.g., the summary exceeds one page), or are not received by15 December 2011.

Presenter's Responsibilities

- Register for the forum. (TESOL is unable to reimburse program participants for expenses.)
- Notify all co-presenters about the status of the proposal. When two or more people are presenting, the first presenter is responsible for notifying the others.
- Do not change the conceptual content of your session after it has been accepted.
- Participate in Doctoral Forum. It is important to support the other presenters by attending sessions throughout the day.

Submission Guidelines

The organizers are soliciting poster presentations based on doctoral research at any stage. They are interested in your research as well as the issues, challenges, and successes you had in the process.

All submissions must have a *cover page* and a *summary,* each on a separate page.

Cover Page

1. Contact information for each presenter:

- University affiliation
- E-mail and postal address
- Telephone number

2. Presentation title that accurately reflects the content and is clear to the intended audience.

3. abstract (35 words).

4. Area of research (please choose from the following list):

Assessment and Evaluation	Intercultural Communication
Computer-Assisted Language Learning	International Teaching Assistants
Computer-Assisted Learning	Materials Design
English as a Foreign Language	Other (please specify)
English for Specific Purposes	Program Administration
ESL in Bilingual Education	Refugee Concerns
ESL in Higher Education	Research
ESL in Secondary Schools	Sociolinguistics
ESOL in Adult Education	Sociopolitical Issues Reading
ESOL in Elementary Education	Teacher Education
Grammar	Writing Pronunciation
Intensive English Programs	

Proposal Summary

On one 8.5 x 11 inch (21.5 x 28 cm) page, please include the following information:

1. In the upper left-hand corner, title and area of research. Do not include names of presenters or institutions on the summary page.

2. Summary describing the research topic and specific area of discussion. Successful summaries will

- be no longer than a single page. Longer summaries will be disqualified.
- be carefully typed and proofread.
- present a clearly stated purpose and point of view.
- include supporting details and examples.
- provide evidence of current practices and/or research.
- discuss issues, challenges, and successes realized through the research process.

Submit Your Proposal

All proposals must be submitted by 15 December 2011. Please do not submit duplicate proposals. You must submit your proposal as an e-mail attachment:

E-mail address: tesoldoc@gmail.com (Monica McCrory)
Subject line: PRESENTATION SUBMISSION

If you have any questions, please contact Monica McCrory.