

Guidelines for proposal submission

I. Author(s)/Presenter(s) information:

- 1) Name of Primary Presenter
- 2) Title of Presenter
- 3) Organizational Affiliation
- 4) Mailing Address
- 5) Phone Number
- 6) E-mail
- 7) All other presenters along with their e-mail address and phone number.

All communication will be sent to the primary presenter and it will be her/his responsibility to forward this communication to the other presenters.

II. Title of Presentation

III. Proposal/Abstract (Maximum 250 to 300 words) stating the central question(s) and argument of the paper.

IV. Conference Theme/Sub-theme

V. Audio/Visual Requirements

Please indicate your audio/visual requirements from the list below. We do not provide laptop computers so presenters must bring their own laptops.

TV & VCR/DVD

LCD Projector

Overhead Projector

Flip Chart and Markers

Proposals may be submitted in MS Word or pdf formats by email to the mini Conference Chair Dr. M. Ayaz Naseem as email attachment at:

ayaz.naseem@education.concordia.ca

Please write IARTEM Mini Conference Proposal in the subject line.