

# PRESENTER PROPOSAL FORM

The 1<sup>ST</sup> Regional TEFL Conference  
April 13 – 15, 2018  
Khovd, Mongolia

## Details of Presenter/Co-Presenter(s)

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Title (Mr. / Mrs. / Miss / Ms. / Prof / Dr.) \_\_\_\_\_

Affiliation/Institution/University/School: \_\_\_\_\_

Bio (60 word limit):

Mobile No: \_\_\_\_\_

Email address: \_\_\_\_\_

## Format of Presentation

paper (45 minutes)  
demonstration/workshop (45 minutes)  
panel discussion (45 minutes; up to 3 panelists)  
poster (1 hours)

## Equipment Needs

None  
Whiteboard/Blackboard  
LCD projector  
Overhead projector

## Content Focus

(Select only ONE sub-theme from the list below that best reflects the content of your presentation)

Language planning and language policy  
Program management and leadership  
development  
Methodologies and teaching approaches  
English for academic/specific purposes  
Curriculum, syllabus design and materials  
design

Digital literacies/language learning and  
technology  
Assessment and evaluation  
Teacher education and professional  
development  
Teaching younger learners

**Please check ONE below**

- Primary Level
- Secondary Level
- College/University

**Title of Presentation (maximum of 10 words)**

**Summary Description (200 word maximum)**

Your summary should outline exactly what you intend to present and how your presentation is structured. This is for proposal reviewers only and will not be printed in the conference program.

**NOTE**

Please make sure that you have completed all sections. Send your application to [1stwesternconference@gmail.com](mailto:1stwesternconference@gmail.com) as an email attachment.

In the subject line type: your **name** and **Western region TEFL 2018 Proposal**. We will send you a reply upon submission.

- **The deadline for submitting your proposal is March 20, 2018. Deadline may be subject to change. Please visit our website for updates.**
- Submitted proposals will receive notification of acceptance by March 26, 2018.
- Any proposals received after the deadline will be placed on a waiting list.

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*Thank you for your volunteering time, expertise and energy to prepare a presentation that will provide attendees with valuable professional information. Please know that your professional service is much appreciated by your colleagues on the TEFL Conference Committee, and, more importantly, by your colleagues who will be attending your session.*