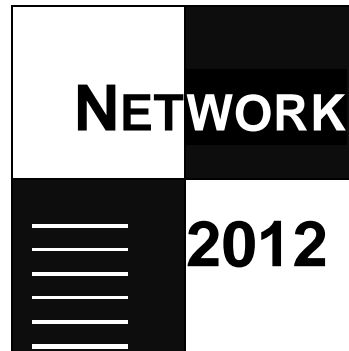




# NETWORK 2012

## Adult Education Conference



**March 23, 2012**  
**Devens Common Center**  
**Devens, MA**

## Call for Presenters

The Massachusetts Coalition for Adult Education invites submission of proposals for its annual conference on March 23, 2012 at the Devens Common Center in Devens, MA. With this year's conference we hope to continue a long tradition of high quality workshops that serve the needs of a wide range of adult basic education practitioners. We hope to highlight new information and feature best practices in critical areas, including:

Teaching & Learning  
Transitions to College & Careers  
Technology  
Public Policy  
Leadership  
Workforce Development  
Changes to the Field of ABE

**Submission Deadline:** Submitted online or postmarked by February 1, 2012

## NETWORK 2012 PRESENTER INFORMATION

**Submission Deadline:** Submitted online or postmarked by February 1, 2012

### FILLING OUT YOUR PROPOSAL FORM:

Please **fill out all sections of the on-line form completely**. Please list all presenters as they wish to appear in the program, *with affiliations, and indicate whether any are students*.

### PROPOSAL ACCEPTANCE:

- Presenters will be notified regarding acceptance of their proposal via email. **Only the Contact Person will be notified.**
- Upon receiving your conference workshop acceptance, the Contact Person must RSVP by email to *network@gmail.com* **by February 27, 2012** confirming the time slot, equipment requests and workshop description.

### PRESENTER REGISTRATION POLICY:

- All presenters must formally register for the conference, indicating additional workshop selections for the remainder of the conference. We must have an accurate count for meals and workshops, and need your registration to create name badges. We expect the registration process for Network 12 to be available by February 15, 2012
- A maximum of 2 free registrations per workshop will be allowed. **On your registration form, put a large "F"** next to the names of those presenters who should have their registration fee waived. Additional presenters must pay the regular registration fee.
- Additionally, MCAE will waive the fee for up to 2 student presenters. Mark them with "FS". If more students are involved in the presentation, they must pay a registration fee of \$25.00 each.
- **We encourage all presenters from Massachusetts to become members of MCAE.**

### HANDOUTS AND EXPENSES:

- Participants appreciate presenters' handouts. You may request workshop participant counts **after March 12, 2012** by emailing [julesbkly@gmail.com](mailto:julesbkly@gmail.com) so that you may plan your handouts accordingly. Please make a few extra copies for on-site registrants. Copying is not available on site.
- As a non-profit organization, MCAE is not able to reimburse presenters for any expenses, including travel or copying.

### QUESTIONS:

E-mail the Network 2012 helpdesk at: [network@gmail.com](mailto:network@gmail.com)

or Conference Coordinator Julie Buckley at: [julesbkly@gmail.com](mailto:julesbkly@gmail.com).

## PROPOSAL SUBMISSIONS and TIMELINE

- Proposal submission must be postmarked or submitted on-line by February 1, 2012.
- MCAE strongly encourages presenters to use the online format via this link

[Network 12 Workshop Proposal](#)

OR

- Presenters can download the [Network 12 proposal application](#) in PDF format that is located at the MCAE website

- Mail the completed application to:

Barbara Krol-Sinclair  
Intergenerational Literacy Program  
99 Hawthorn Street  
Chelsea, MA 02150

OR

fax: [617-884-5732](tel:617-884-5732)