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**SEDA Spring Conference 2020**

**Rethinking the Remit of the University in Uncertain Times**

**Radisson Blu Glasgow**

**2nd – 3rd April 2020**

**Proposal Form**

Proposals should be submitted **electronically** to the SEDA office at office@seda.ac.uk by Monday, 25th November 2019 at 5pm.

# Name(s) of presenter(s):

# Institution(s):

# Address for correspondence:

# Tel: E-mail:

*Please delete guidance notes (written in italics) before you send in your proposal.*

# Title of proposal:

# Summary of Session: *One sentence only*

# Theme *One sentence about how your proposal relates to one or more of themes*

# Format:

*Please delete the formats you are* ***not*** *proposing.*

 *Discussion paper (45 minutes)*

 *45 minute workshop*

 *90 minute workshop*

# Learning Outcomes

*Please specify the main outcomes you expect participants will gain from the session (no more than 4 or 5 bullet points).*

By the end of this session, delegates will be able to:

# Outline

*Please explain your proposal in no more than 300 words.*

*This should include: the rationale and context for the initiative/topic; an outline of the work undertaken and the stage reached (e.g. initial phase/completed project), the scale (e.g. level of engagement by staff/students), and an indication of the evidence that is available of the impact to date of your initiative. Please also include references to relevant key literature that helps to contextualise your proposal.*

**Activities and Approximate Timings** *(no more than 300 words)*

*Please provide an indication of how the session will be structured and how activities and discussion will be facilitated. For discussion papers please include a few indicative questions which will focus the discussion element.*

# Preparation before the session

*Please outline anything you would like participants to do before they attend this session (e.g. any weblinks you would like them to look at, or questions you would like them to consider).*

**References and sources** *(word count not applicable)*

*Key texts mentioned in the outline, please use the Harvard referencing system.*

# Acknowledgements

***Please note:***

1. IT or audio-visual requirements: Flip charts, data-projectors, laptops and WiFi internet access will be provided as standard. Any other equipment must be provided by the presenter.
2. It is normal practice at SEDA Conferences to accept only one contribution per individual, to provide the opportunity for as many people to contribute as possible.
3. **All presenters must register as conference delegates either for the whole event or for the day of their session.**
4. Once accepted, proposals will be put on the SEDA website. Please make sure you have supplied all necessary information in every section of the form.
5. Whilst SEDA does not normally produce conference proceedings due to the emphasis on interaction and participation rather than formal presentation of papers, there are opportunities to publish outcomes of conference sessions through the Routledge SEDA Series, Innovations in Education and Teaching International (IETI), Educational Developments and SEDA Papers. If you are interested in getting your ideas published through SEDA please:
* *come to the session on publication at the conference, and/or*
* *talk to a member of the Publications Committee at the conference, and/or*
* *contact the SEDA Office (office@seda.ac.uk) who will put you in touch with the appropriate person.*

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