



26th Annual CARD Conference

January 18-20, 2019

FLORIDA HOTEL & CONFERENCE CENTER, ORLANDO, FLORIDA

CALL FOR PAPERS WORKSHEET

(Fill out completely)

**Save form to your computer - fill in form-save
Email completed form to judee.samuels@ucf.edu**

PRESENTER INFORMATION



Presenter Full Name:

Highest Degree Earned/Credentials:

Co Presenter Full Name:

Co Presenter Degree Earned/Credentials:

use only one address

Address:

City:

State:

Zip:

Home Phone:

Cell Phone:

Email:

Biographical Statement for presenter(s) (150 Word Limit):

Have you ever presented at a CARD conference in the past? Yes No

If yes, when did you present:

Vitae: Please remember to attach your vita (short version is permissible, please no longer than 6 pages if possible) or a resume (this is required for continuing education submission)

Photo: Please submit a digital photo electronically with your submission at least 300dpi.

PRESENTATION



All areas **MUST** be filled in. Please proof read your content. If selected this is how it would be printed in the conference program, on the web site, and used for the Continuing Education Units submission. Please be as clear and concise as possible and double check spelling/grammar.

Title of Presentation:

Presentation Objectives: *Please provide at least 3 learning outcomes for your*

presentation, in the following format: As a result of this activity, participants will be able to:

1.

2.

3.

3 APA references:

- 1.
- 2.
- 3.

Presentation Abstract (150 words):

Content Track (check all that apply): Educational Behavioral Personal
 Speech Introduction to ASD & Related Disabilities Research Legal Issues Adult
Issues Transition Issues Health Other-please specify other:

Level of the presentation: Introductory Intermediate Advanced

Presentation focuses on: Please check most appropriate
 psychological assessment and/or intervention
 ethical, legal, statutory or regulatory policies, guidelines and standards that impact psychological
practice, education, or research
 content focuses on topics related to psychological practice, education, or research other than
application of psychological assessment and/or intervention methods that are supported by
contemporary scholarship grounded in established research procedures

Length of Presentation: 75 minutes 90 minutes
 I can adapt the time (15 minutes either way) of this presentation if necessary.

Presentation Format: Panel Lecture Group Discussion

AUDIO VISUAL NEEDS



We attempt to make audio visual needs a seamless process. Every room will be equipped with a large screen, a projector for your presentation, and a personal computer (PC) laptop. Some rooms will have sound provided for video and a microphone. **It is important if your presentation has video and or sound that you mark this.** **Make sure when you are transferring files to a flash drive/USB that you transfer your sound files too.**

Audio Visual:

I understand if I am a MAC user I must make sure my presentation will work on a PC

YES

I am not a MAC user

*I understand I **MUST** transfer my sound files if applicable to the flash drive my presentation is on otherwise I will not have sound/video in my presentation*

YES

I may need guidance with this

I do not have sound/video in my presentation

MY PRESENTATION:

- will be in PowerPoint format YES NO
 - if no what format:
- will have sound YES NO
- will play video YES NO
- will require internet YES NO

Please initial: I understand that internet access may NOT be available in the room for my presentation and if I need such that I must confirm with the conference coordinator at least 2 months prior to the conference. I understand that flipcharts, and VCRs are not available. If I need such I may bring my own to use, but must inform the conference coordinator in advance to prepare for any changes with the hotel.

PRESENTER PERMISSION



May we take photographs/video during your presentation? Yes No

Do you give permission for registrants to have access to your PowerPoint/handout for your presentation electronically via a PDF for a limited time? (For the past several years we have gone green to reduce cost and save our environment. We do not print a program with all PowerPoint presentations. We provide registrants with a security code to access presentations from a sky drive for a limited time to print prior to the conference.)

- I give permission for the participants to access a PDF version of my PowerPoint which I will forward in grayscale with 3 slides per page*
 Yes No
- I will have handouts (these are not your PowerPoint, but additional information that you wish to share) I'd like to share with participants that are pertinent to my presentation*
 Yes No
- I will not share any PowerPoint or handouts with participants for my presentation*
 Yes No

You understand that submission of this proposal is acceptance of your attendance if your proposal is accepted. If proposal is accepted your registration fee (up to a total of two presenters per presentation) will be waived. You will **NOT** need to register for the conference. A CARD staff member will register you. **All hotel/accommodations and travel charges will be your responsibility.** If you desire to obtain CEUs or wish to attend any other conference functions that require a fee, you understand you will be responsible for payment.

I agree with the terms printed above. Signature:

Date:

Your typed signature is the same as a signed signature. Incomplete applications will not be accepted.

Submit electronically to judee.samuels@ucf.edu subject line CFP CARD 2019 or complete all forms and mail to PALS, PO Box 781458, Orlando, FL 32878-1458 to **arrive by May 30, 2018.**
407.823.6020 407.823.6012(fax)